



1755 E. Plumb Lane Suite 252 Reno, NV 89502 Phone (775) 687-9955 Fax (775) 786-4264 Email: <u>nvmassagebd@state.nv.us</u> Website: <u>http://massagetherapy.nv.gov</u>

Applicants Frequently Asked Questions

Q Where is the office located?

Reno, NV: 1755 E. Plumb Lane, Suite 252 Reno, NV 89502 Phone: (775) 687-9955 Fax: (775) 786-4264 Email: <u>nvmassagebd@state.nv.us</u> Office hours: Monday through Friday 8:30 a.m. to 4:30 p.m.

The office is closed weekends, all State holidays and Board meeting dates.

Q Why must I obtain a Nevada State Board of Massage Therapy license?

To protect the residents of this State, it is necessary to license and regulate the practice of massage therapy, reflexology and structural integration. Please review NRS 640C.400 for clarification.

Q What documents are required to apply?

We will need a certification of statement from your existing or previous licensing agency, a copy of your current massage license, an official transcript, certificate of completion and/or diploma and a score report for your national exam. Please review the application checklist for a list of items to submit with your application.

Q Where can I locate the application?

You can locate the application on our website under the applicants tab. You can also complete the online application on our website by clicking on the applicants tab then online application process.

- **Q** Is there a fee to submit my application?
 - 1. Online application fees of \$480.00 (NON-REFUNDABLE) can be made online using a debit/credit card. No wires can be accepted.
 - 2. When you submit your paper application, there is a \$480.00 **(NON-REFUNDABLE)** fee. This payment needs to be paid with a cashier's check or money order. If you submit your application to our office in person you can pay using a debit/credit card.

Q How many hours do I need to become licensed?

You will have to complete a massage therapy program of at least 550 hours.

Q How long is the application process?

The application process can take 1-3 months depending on how quickly we receive all required documents. Factors that may extend this time frame include background results, education requiring additional information and applications requiring Board review.

Q My school stated I can practice massage therapy under another person's license. Is this true?

No, under NRS 640C.910 you must acquire a license to practice massage therapy in the State of Nevada.

Q My school provided me with business cards, and they reflect L.M.T on them. Is this okay to hand out to the public?

No, under NRS 640C.910, if a person is not licensed to practice massage therapy in the State of Nevada, you may not use L.M.T or any symbol or letters indicating you are a Licensed Massage Therapists. Your massage license number must be included in all advertising.

Q My education was obtained in California. It is not on your list of "Schools not approved in Nevada" does my application need to go before the Board for an application review?

Once your application is complete and we have received your fingerprint results, we will review your education. If the school you attended is on the CAMTC's list of approved schools, staff will be able to approve the education and your application. If your school is not on the CAMTC's list of approved schools, your application will be reviewed at the next available Board meeting.

Q My school is on your "Schools Not Approved in Nevada" list. Can I still apply?

If you attended the school prior to the effective date on our list, then you will need to provide additional documents for review.

- (a) A list of the instructors of the training;
- (b) Any texts used as study guides for the training; and

(c) Certificates of completion for the training which evidence that the applicant has satisfied the number of training hours required by the Commission on Postsecondary Education for a program of massage therapy.

Q How do I submit my transcripts?

Contact your school and have them send your transcripts directly to our office. You may bring your transcripts to our office in the original sealed envelope from the school.

Q What if I am unable to obtain my original transcripts?

If you attended school in Nevada you will need to contact the Nevada Commission of Postsecondary Education at (702) 486-7330. If you attended school outside of Nevada, please contact the Commission of Postsecondary in the state you received your education.

Q What if my school is no longer in business?

If you attended school in Nevada you will need to contact the Nevada Commission of Postsecondary Education at (702) 486-7330. If you attended school outside of Nevada, please contact the Commission of Postsecondary in the state you received your education.

Q Do I need to take a national exam in order to obtain a Nevada license?

Yes, each applicant is required to take and pass a national exam. The National Certification Exam of Therapeutic Massage and Bodywork (NCETMB), the National Certification Exam of Therapeutic Massage (NCETM), National Exam for State Licensure (NESL), Federation of State Massage Therapy Boards (MBLEX) or International Association of Structural Integrators (IASI). Contact one of these testing agencies if you need to schedule an exam.

Q Can I work on a temporary basis in Nevada?

Yes, you must obtain a Nevada Massage Therapy license in order to practice at any time in the State of Nevada.

Q Is there a temporary massage license application?

You may apply for a temporary license. The application is on our website under "licensee forms." Please review the form entirely.

Q Can I take a photo myself and submit it for approval?

Yes, as long as the photo has a solid white background. The photo must have at least 2 inches above your head and 2 inches below your chin. No obstructions like sunglasses or hats. No profile pictures will be accepted.

Q What are the requirements for applicants if we are licensed in another state?

Your application process is the same. We will need a certified statement from your existing or previous licensing agency. This certified statement can be found on our website. Please review the application checklist for a list of items to submit with your application.

- **Q** Do I need to complete a background check if I am currently licensed in another State? Yes, each state has different requirements. All applicants are required to submit fingerprints for a background check.
- **Q** Can my current license jurisdiction provide you a copy of my background check they received? *No, Nevada has to obtain a new set of fingerprint results.*

Q Where do I get my fingerprints done?

Live Scan Voucher: Live Scan results can **ONLY** be obtained in Nevada. A list of available vendors will be supplied to you once we have received your application. Processing time can take up to 4 weeks to receive the results.

Fingerprint Cards: A fingerprint card packet will be mailed to you with a list of available vendors in Nevada. If you are located outside of Nevada you may take your fingerprint card packet to any local law enforcement agency or any agency authorized to perform fingerprinting. Processing time can take up to 8 weeks to receive the results.

Q I work for a chiropractor. Do I still need a massage therapy license or can I practice under the chiropractor?

You need a State of Nevada Massage Therapy license. You cannot practice under anyone else's license.

Q How can I check the status of my application?

In order to check the status of your pending application, please send an email to <u>nvmassagebd@state.nv.us</u>. Please allow up to 2 business days for a response.