

Application Information Massage Therapy

LICENSE FEE WAIVER: If you meet one of the following waiver options, your initial license and temporary license fee is waived:

- 1. Young Worker: You are at least 19 and under the age of 26
- 2. <u>Low-Income Individual:</u> You are enrolled in a state or federal public assistance program **such as** the medical assistance program established pursuant to the Medical Assistance Act, the federal Supplemental Nutrition Assistance Program (SNAP), or the federal Temporary Assistance for Needy Families (TANF) program, <u>OR</u> your household adjusted gross income is below 130% of the federal income poverty guideline.
 - If you live in Nebraska and are enrolled in a state or federal public assistance program, no further documentation is required to be submitted.
 - If you live in a state other than Nebraska and are enrolled in a state or federal public assistance program, submit a copy of a
 document showing current enrollment.
 - If your household adjusted gross income is at 130% of the Federal Income Poverty Guideline or below, click this link to see the current income guidelines, https://dhhs.ne.gov/licensure/documents/LowIncomeFeeWaiverTable.pdf. To be eligible for this waiver, you must submit a copy of your most recent tax return.
- 3. <u>Military Family:</u> You are an active duty service member in the armed services of the United States, a military spouse, honorably discharged veteran of the armed services of the United States, spouse of such honorably discharged veteran, and un-remarried surviving spouses of deceased service members of the armed services of the United States. To be eligible for this waiver, you must submit a copy of your ID card, discharge paperwork, or similar document that shows you are a military family member as described above.

INFORMATION FOR MILITARY SPOUSES

Temporary License: If you have an active massage therapy license in another state and you are a military spouse, you may be issued a temporary license pending completion of the permanent license requirements. A temporary license specifically for military spouses is available under Neb. Rev. Stat. 38-129.01 and is issued for a period not to exceed 1-year. Please review the following documents required to obtain a temporary license and those listed for a permanent license to determine which process is right for you.

To apply for this temporary license, you must submit the following:

- The attached application
- A copy of your military dependent identification card identifying you as the spouse of an active duty member of the United States Armed Forces
- A copy of your spouse's military orders reflecting an active-duty assignment in Nebraska
- A copy of your massage therapy license from another state or jurisdiction
- A copy of the statutes, rules, and regulations governing your license which indicate standards that are similar to Nebraska's
 massage therapy licensing requirements.

<u>MILITARY:</u> To view licensing services available to members of the military and their spouses, visit our website at https://dhhs.ne.gov/licensure/Pages/Professions-and-Occupations.aspx

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Massage	Therapy	Application	Information

MASSAGE THERAPY LICENSE IN NEBRASKA - REQUIREMENTS AND PROCESS

STEP	1: Get copies of the following documents:
nust su	NGLISH DOCUMENTS. Any documents written in a language other than English must translated into the English language. You bmit a copy of the original document and the translated document. The translation must be an original document and contain the
1. 🗆	US Citizenship/Lawful Presence (must be at least 19 years old):
A Drive	r's License is NOT acceptable.
	U.S. Citizen, a PHOTOCOPY of one of the following: ☐ Birth Certificate (Hospital issued keepsake birth certificates cannot be accepted). ☐ U.S. Passport (unexpired or expired). ☐ Certificate of Naturalization. ☐ Other documents that show U.S. Citizenship.
	NOT a U.S. Citizen, a PHOTOCOPY of one of the following: ☐ Green Card, otherwise known as a Permanent Resident Card (Form I-551), both front and back of the card; ☐ Form I-94 (Arrival-Departure Record) AND an unexpired foreign passport with a valid unexpired US visa; or ☐ Employment Authorization Card AND ☐ An approved deferred action status (DACA);
	☐ A pending application for asylum in the United States;
	☐ A pending or approved application for temporary protected status in the United States; or
	\square A pending application for adjustment of status to that of an alien lawfully admitted for permanent
	Residence in the United States or conditional permanent resident status in the United States.
	<u>NOTE:</u> Documents (other than those for U.S. Citizenship) are verified by our office through the Department of Homeland Security. This process may take up to 30 days.
2. 🗆	Education: Request that your massage therapy school submit an official school/college/university transcript showing
	npletion of a course of study and training in massage therapy not less than 1,000 hours, distributed over a term of not less than 9
<u>Red</u> you	nths ciprocity: If you are licensed in another state and you have not completed at least 1,000 hours of training in massage therapy, may obtain hours to equal the required 1,000 hours of training through a massage therapy program, a college/university, ck experience and/or continuing education. Hour equivalents may be granted in the following manner:
	 50-60 minutes equals 1 hour obtained from a course of study in massage therapy; 1 semester credit hour of massage therapy related college/university hours equals 15 hours; 200 hours for each year of full-time practice as a massage therapist; and/or Up to 100 hours obtained from NCBTMB or FSMTB approved continuing education programs.
If yo	prmation Relating to Military Education, Training, or Service: ou have completed education, training, or service that you believe is substantially similar to the education or training required for a credential while you were a member of the armed forces of the United States, active or reserve, the National Guard of any state, military reserves of any state, or the naval militia of any state, you may submit such evidence with your application for review.
з. 🗆	Examination: You must submit an Official Examination Score Report from NCTMB or FSMTB.
at lea	iprocity: If you are licensed in another state you must also successfully complete the jurisprudence examination, with a score of ast 75%. Exam can be found at: https://www.proprofs.com/quiz-school/story.php?title=mjuzmda1oq9s2f When you are finished by this examination, you will need to print it and mail with application.
↓. □ you	Other State License Information: If you hold or have held a health related license in any state (other than Nebraska), must contact that state and request a verification of your license (do not send a copy of your license).

		Massage Therapy Applic	ation Information
5.	system to see if the ticket is on your record as a misdement felonies. You are required to list ALL convictions (regardle infractions, diversions or dismissals. Misdemeanor and felonies.	ess of when they occurred) on the application; you are NO	meanors or T required to list criminal court,
	convictions, that includes the statement of charges and fin (ii) An explanation of the events leading to the conviction (taken to address the behaviors or actions related to the co	(what, when, where, why) and a summary of actions that the	ne applicant has
		pleted treatment , to assist the Board and Department in r quest that the treatment provider submit all evaluations an	
	The following provides SOME examples	of convictions; this is <u>NOT</u> a complete list	
	 MIP/ Tobacco Use by Minor DUI / DWI / Open Container Controlled Substance Shoplifting / Theft / Burglary Unauthorized use of a Financial Transaction Disturbing the Peace Assault / Prostitution Disorderly Conduct / Disorderly House Fail to Appear in Court 	Driving under Suspension / Revocation License Vehicle without Liability Insurance False Information or Reporting Reckless Driving / Leave the Scene of an Accident Operator not Carrying License Unlawful Display of Plates/Renewal tabs Park Rule Violation / Curfew Violation Dog at Large / Fail to Vaccinate Animal Littering / Fireworks / Bad Check	
	Reporting forms can be obtained at the following website: 402-471-0175.	vestigative Unit within 30 days of the conviction or disc thttps://dhhs.ne.gov/Pages/Investigations.aspx or by pho	
	TEP 2: Complete all Pages of the Application		
eq cor	mp License: If you plan to apply for a temporary license where we wirements for a permanent license (does not apply to milital applete page 6 of the application and you must pay both fees step 3: Submit your application to the Licensure United STEP 3: Submit your application to the United STEP 3: Submit your application to	ry spouse) you must submit the license application, have y s (temporary and license fee) unless you qualified for a fee	our supervisor(s
Ī			
L	☐ Completed Application ☐ Citizenship or Lawful Presence Document	☐ License Certifications (if licensed in another state)☐ The License Fee (unless you qualified for a fee wair	ver) See
	☐ Education Documents	the license application for a listing of fees for (name of lie	cense type).
[Conviction Records (if you have convictions and they ccurred in a state other than Nebraska)	Pay by check/money order; debit or credit card is no	ot accepted.
<u> </u>	Application Review: All applications are reviewed in o	date order received.	
•			
	Records Retention Schedule: When your license is issued ears; then all documents will be destroyed. We encourage		rtment for 5



DEPT. OF HEALTH AND HUMAN SERVICES
Licensure Unit
P.O. Box 94986
Lincoln, Nebraska 68509-4986

MASSAGE THERAPY Application

License Type										
Check all license types	that apply:									
☐ Initial License: see		e 2 for ap	propriate fee)						
Reciprocity - Licensed in Another State: see chart on page 2 for appropriate fee										
• •										
☐ Military Temporary										
SECTION A: PERS			ON							
Enter your LEGAL			ON							
First Name:						Middl	e Na	ame:		
Last Name:						Suffix	(:			
List any other names y maiden and your last r	you are or hav name on your	e been k birth cert	nown as (AK ificate.).	(A), inclu	ıding					
APPLICANT DEMO	GRAPHICS	3								
Mailing Address										
Country:							Zip	Code:		
Address Line 1:							City	:		
Address Line 2:							Stat	e:		
Address Line 3:							County:			
Do you have a social s	security numb	er?	Yes 🗆 N	lo 🗆	SSN	l #:				
	HS may share	e your so	cial security	number	for chil				DHHS. Although your number is not ent or other administrative purposes and	
Are you a US Citizen?]							
If you are not a U.S. C	itizen, list you	ır A# or I-	94#:	□ A#	I-	94 #				
Date of Birth:				Place (rv):			
E-Mail Address:				(· J /-			
Primary Phone Number	er:	☐ Mob	ile							
☐ Check box if # Outside U.S. ☐ Work Ext:						_				
Secondary Phone Nur	mber:	_								
☐ Check box if # Outside U.S. ☐ Work						- Fyt-				
		L VVO	I N	1				Ext:		
Military Spouse: Are member of the United duty assignment in in	States Armed			active-		ecked y	es a		re applying for a temporary license, you natation identified in the instructions.	

Α.	Fee	Wa	iver:

If you meet one of the following fee waivers, your initial license and temporary license fee is waived. Check only ONE waiver:

Young Worker: I am under 26 years old.

Low-income Individual:

I am enrolled in a state or federal public assistance program, including, but not limited to, the medical assistance program established pursuant to the Medical Assistance Act, the federal Supplemental Nutrition Assistance Program, or the federal Temporary Assistance for Needy Families program; OR

My household adjusted gross income is below 130% of the federal income poverty guideline.

Military Family: I am an active duty service member in the armed services of the United States, a military spouse, honorably

discharged veteran of the armed services of the United States, spouse of such honorably discharged veteran, and un-remarried

B. Fee Required if YOU DO NOT qualify for one of the above fee waivers:

Review the following chart to determine the fee required based on the month and year in which your license will be issued:

Pay by check or money order to: Licensure Unit

Your cancelled check is your proof of payment. Payment is processed upon receipt. Debit or credit card is not accepted.

surviving spouses of deceased service members of the armed services of the United States.

YEAR	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec
Even Numbered Year	\$110	\$110	\$110	\$110	\$110	\$110	\$110	\$110	\$110	\$110	\$110	\$110
Odd Numbered Year	\$110	\$110	\$110	\$110	\$27.50	\$27.50	\$27.50	\$27.50	\$27.50	\$27.50	\$110	\$110

SECTION B: SCHOOL INFORMATION							
School of Massage Therapy Attended:	Name:						
School Address:	Street/PO/Route:						
	City:		State:		Zip:		
Date Completed:	Date:	Total # of Hours Completed:					
You must have your school or electronic transcript service submit the official college or university transcript directly to our office.							
Information Relating to Military Education, Training, or Service:							

mormation Relating to wilitary Education, Training, or Service:

If you have completed education, training, or service that you believe <u>is substantially similar</u> to the education or training required for this credential while you were a member of the armed forces of the United States, active or reserve, the National Guard of any state, the military reserves of any state, or the naval militia of any state, you may submit such evidence with your application for review.

SECTION C: LICENSES	SECTION C: LICENSES IN A STATE OTHER THAN NEBRASKA								
The following questions relate Nebraska.	The following questions relate to a license that you currently hold or have held, to provide health related services in a state <u>other</u> than Nebraska.								
Have you ever been denied the right to take a license examination in any State? Yes \(\Bar\) No \(\Bar\) Explain:									
Have you ever been denied th	Have you ever been denied the issuance of a license in any state? Yes \Box No \Box								
If yes, what state(s)?	If yes, what state(s)? What type of license?								
Explain:									
<u>Disciplinary Action:</u> If you h action(s), including charges ar		ion(s) taken agains	t your credentia	ıl, you must :	submit a copy o	of the disciplinary			
Do you hold or have held licer environmental services in ano		erapy, health-relate	d services, hea	lth services,	professional s	ervices, or			
Yes □ No □	Type of License:			State Lice	ensed:				
	Type of License:			State Lice	ensed:				
If YES, has your license eve refused renewal, limited, sus had other disciplinary measure.	pended, revoked or	oe of Action		Date of A		me of State king Action			
Yes □ No □									
Other Licensing Information other than Nebraska, you mu						te or jurisdiction			
SECTION D: RECIPRO	CITY								
IF YOU ARE LICENSED IN A may obtain hours to equal the and/or continuing education.	required 1,000 hours of train	ning through a mas	sage therapy p						
• 1 semester credit hour of	our obtained from a course of massage therapy related co of full-time practice following	llege/university hou	irs equals 15 ho						
Up to 100 hours obtained	from NCBTMB or FSMTB a	pproved continuing	education pro	grams.					
towards the 1,000 hours of tra	MASSAGE THERAPY RELATED COLLEGE/UNIVERSITY HOURS: If you are requesting college/university hours to be considered towards the 1,000 hours of training in massage therapy, list below the Name of the college/university, Name of Course, Course Number, and Number of Credits earned:								
Name of Colle	ege/University	Со	urse Name		Course #	Credits Earned			
☐ FULL-TIME PRACTICE: If you are requesting full-time practice be considered towards the 1,000 hours of training in massage therapy, list below the Name of the Establishment, Telephone Number, and Dates of Full Time Practice as a massage therapist for each employment location:									
Name of Establishment	City	State	Telephone #]	Date Began	Date Ended			

☐ **CONTINUING EDUCATION:** If you are requesting continuing education be considered towards the 1,000 hours of training in massage therapy, attach a copy of each certification of completion.

SECTION E: CONVICTION INFORMATION Failure to list any conviction(s) or disciplinary action(s), regarder.	ardless (of when the action occurre	d, could result in disciplinary	action.		
1. Are you currently on court-ordered probation? Yes	□ No	o □				
(If you marked yes, submit a letter from your probation officer	r addres:	sing the terms and current	status of your probation)			
2. Have you <u>EVER</u> been convicted of a misdemeanor or felor	ny? Ye	es 🗆 No 🗆				
If yes, enter ALL misdemeanor or felony convictions (regard diversions or dismissals. Misdemeanor and felony conviction check with the county court/district court, you should ask for be	ns can ei	ther be processed through	traffic or criminal court, so w	hen you		
 You MUST Provide a letter of explanation for each collifyour convictions were in a state other than Nebras 			ments for each conviction.			
Name of Conviction		Date of Conviction	Name of Court Taking A	ction		
Traine of Conviction		Bate of Conviction	rame or court raking /	Otion		
The following provides <u>SOME</u> example	es of cor	ovictions: this is NOT a con	oplete list			
		<u> </u>	-			
MIP/ Tobacco Use by Minor DIII / DIVI		ing under Suspension / Re				
DUI / DWI Controlled Substance	License Vehicle without Liability InsuranceFail to Appear in Court					
Open Container False Information or Reporting						
Shoplifting / Theft / Burglary		e information of Reporting /e the Scene of an Accider	nt			
Unauthorized use of a Financial Transaction Operator not Carrying License						
Disturbing the Peace		wful Display of Plates/Ren	ewal tabs			
Assault / Prostitution		Rule Violation / Curfew Vi				
Disorderly Conduct / Disorderly House						
 Disorderly Conduct / Disorderly House Reckless Driving Dog at Large / Fail to Vaccinate Animal Littering / Fireworks / Bad Check 						

NOTE: If you have any criminal charges or license disciplinary actions pending that result in a conviction or license discipline, you are required to report such action to the Investigative Unit within 30 days of the conviction or disciplinary action. Reporting forms can be obtained at the following website https://dhhs.ne.gov/Pages/Investigations.aspx or by phone 402-471-0175.

SECTION F: PRACTICE PRIOR TO BEING LICENSED BY NEBRASKA An individual who practices in Nebraska prior to issuance of a credential is subject to assessment of an Administrative Penalty of \$10 per day up to \$1,000, or other action as provided in the statutes and regulations governing body artists.					
□ No □ Yes Have you practiced Massage Therapy in Nebraska without a Nebraska license? (does not apply to practicing in a school setting while you were a student)					
If yes, what are the actual number of days you practiced in Nebraska without a Nebraska license and what is the business name, location and telephone number of the practice:	Number of days: Name of Business:				
	City:				
	Telephone #:				
SECTION G: ATTESTATION SECTION					
For the purpose of meeting Neb. Rev. Stat. §§4-108 through I attest that:	n 4-114 and 38-129 (<i>check ONE of the boxes below):</i>				
☐ I am a citizen of the United States.					
OR					
	d alien under the federal Immigration and Nationality Act, or a non- entation such as a permanent resident card, I-94 document, asylum, etc.				
☐ I am <u>NOT</u> a citizen of the United States. I have an unexpired Employment Authorization Document (EAD) and documentation listed under the Federal REAL ID act, such as DACA, pending asylum, pending refugee, etc.					
☐ I am <u>NOT</u> a citizen of the United States, a nonimmigrant, nor a qualified alien under the Federal Immigration and Nationality Act.					
I further attest that: I have read the application or have had the application read to me; and I am of good character and all statements on this application are true and complete.					
Print Name:					
Signature	Date				

To provide massage therapy services in Nebraska, you must hold a Nebraska active massage therapy license <u>and</u> you must practice in a Nebraska licensed massage therapy establishment or provide such services at the location of the client.

A massage therapy establishment license is not required if you practice within the confines of a hospital, nursing home, or other similar establishment or facility (such as a cosmetology salon or nail technology salon) licensed by the Department of Health and Human Services. However, if you wish to advertise your practice under a different name than the name of the hospital, nursing home or salon, then a massage therapy establishment license is required.

FYI: Chiropractic establishments, physical therapy establishments, and doctor's offices are **NOT** licensed by the Department.

You can check an establishment license at the following website: https://www.nebraska.gov/LISSearch/search.cgi

SECTION H: TEMPORARY LICENSE (complete this section if you want a temporary license)

A temporary license to practice massage therapy may be granted to any person who meets all the requirements for a license except passage of the licensure examination. A temporary license is subject to the following requirements and limitations:

- A temporary licensee must be supervised in his or her practice by a licensed massage therapist.
- 2. A temporary license will be valid for 60 days or until the temporary licensee takes the examination, whichever occurs first. In the event a temporary licensee fails the examination required by such section, the temporary license will be null and void, except that the department, with the recommendation of the board, may extend the temporary license upon a showing of good cause why such license should be extended. A temporary license may not be extended beyond six months.
- A temporary license will not be issued to any person failing the examination if such person did not hold a valid temporary license
 prior to his or her failure to pass the examination.

Temporary Applicant completes the following Information:

Applicant Name:

Name of 1 st Supervising Massage Therapist:	First:	Middle:	La	ast:
License Number:	#:			
Names of Other Supervising Massage Therapists:	First:	Middle:	Las	st:
·	License Number #:		,	
	First:	Middle:	Las	st:
	License Number #:			
	First:	Middle:	Las	st:
	License Number #:	I	I	
Name and Address of Establishment where practice will occur:	Name of Establishment:			
,	Street/Route:			
	City:		State:	Zip:
Establishment License Number:	#			
Supervisor(s) must s	sian below:			
I hereby state that the fore	going statement is true. I (we) ag nce with the laws and regulations	ree to supervise the above na of Nebraska.	med applicant for a t	temporary massage
		date		
Signature of Supervising M	lassage Therapist	-1-4-		orary license is issued will expire upon receipt
Signature of Supervising M	lassage Therapist	date		ion results (pass or fail).
Signature of Supervising M	lassage Therapist	date		
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