

Virginia

Processing time

Table VA1 describes application processing times, portrays whether temporary or provisional licenses were granted, and lists if military spouse applications were expedited. Accounting and Dental Hygiene boards met the DoD's goal of granting a license within 30 days. Accounting, Cosmetology, Dental Hygiene, Massage Therapy, and Pharmacy Technician boards expedited military spouse applications.

Table VA1
Virginia Application Processing Times

	Processing time		Temporary/ Provisional	Expedited for military spouses
Accounting	●			▷
Cosmetology				▷
Dental Hygiene	●		●	▷
Massage Therapy	▲			▷
Pharmacy Technician				▷
Teacher (Education)	▲			

Legend	
●	Military spouses can work within 30 days
▲	License processing takes over 30 days
-	Variable processing time
✓	Board approves applications at board meetings
▷	Expedited for military spouses
★	Applicable if spouse has an employment offer
	Data unknown

Note: Temporary/Provisional column is marked when these licenses are issued by a board.

Documentation requirements

Tables VA2 and VA3 display the documents that are needed by each board and should be viewed together to determine a board's paperwork requirements. All of the Virginia boards that were examined required proof that the applicant holds an occupational license in another state. The amount of documentation required by boards varies; for example, Teachers must submit seven documents, and Accountants and Massage Therapists are only required to submit three each.

Table VA2
Virginia Documentation Requirements

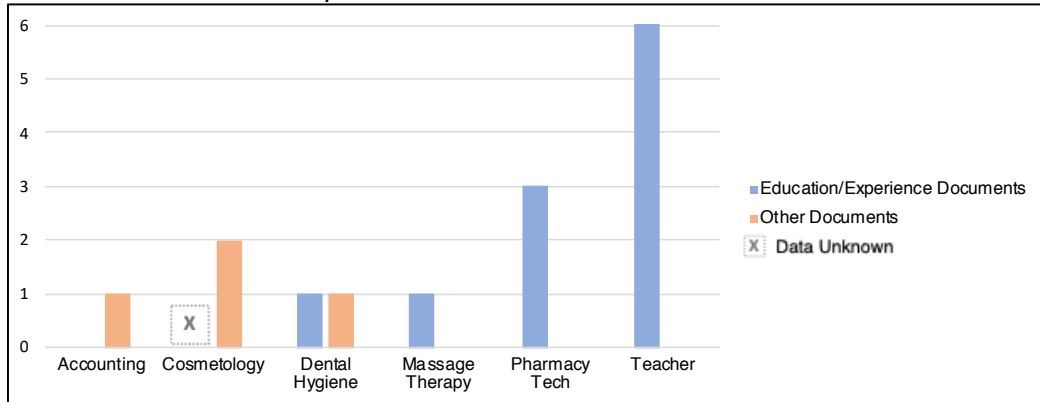
	Previous license	Background check	National exam results	State/Regional exam results
Accounting	●		●	
Cosmetology	●	N/A		●
Dental Hygiene	●		●	
Massage Therapy	●	●	●	
Pharmacy Technician	●		●	
Teacher (Education)	●			

Legend	
●	Documentation must be submitted with application
	Not required to be submitted
N/A	Not applicable
	Data unknown

Note: Cosmetology boards did not require applicants to submit background checks or clearance information, so these data were not collected.

Table VA3

Number of Education/Experience Documents or Other Documents



Note: "Other documents" include documents such as a driver's license, marriage license, or military ID card. Dental Hygiene "other documents" also include medical-related documents, such as CPR certification, radiation safety training, or a malpractice insurance letter; thus, these numbers may be higher than in other occupations.

Application Process

Table VA4 presents key elements of the application process. All of the examined boards in Virginia defined the application process and provided clear instructions.

Table VA4

Virginia Application Process

	Process was defined	Instructions were clear	Number of steps to complete
Accounting	•	•	1-3
Cosmetology	•	•	1-3
Dental Hygiene	•	•	more than 7
Massage Therapy	•	•	1-3
Pharmacy Technician	•	•	4-6
Teacher (Education)	•	•	more than 7

Legend	
•	The board meets the listed criteria
■	Data unknown or cannot access the information

Information Accessibility

Figure VA1 illustrates how easily one can locate specific licensing information that pertained to military spouses on examined occupational board websites. See page 38 for information on how this result was determined.

Figure VA1

State-Wide Website Information Accessibility

