

West Virginia

Processing time

Table WV1 describes application processing times, portrays whether temporary or provisional licenses were granted, and lists if military spouse applications were expedited. All of the examined boards in West Virginia met the DoD's goal of granting a license within 30 days. Accounting and Massage Therapy boards expedited military spouse applications.

Table WV1
West 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 WV2 and WV3 display the documents that are needed by each board and should be viewed together to determine a board's paperwork requirements. All of the West 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, Dental Hygiene applicants must submit nine documents, and Massage Therapists and Teachers are required to submit five each.

Table WV2
West Virginia Documentation Requirements

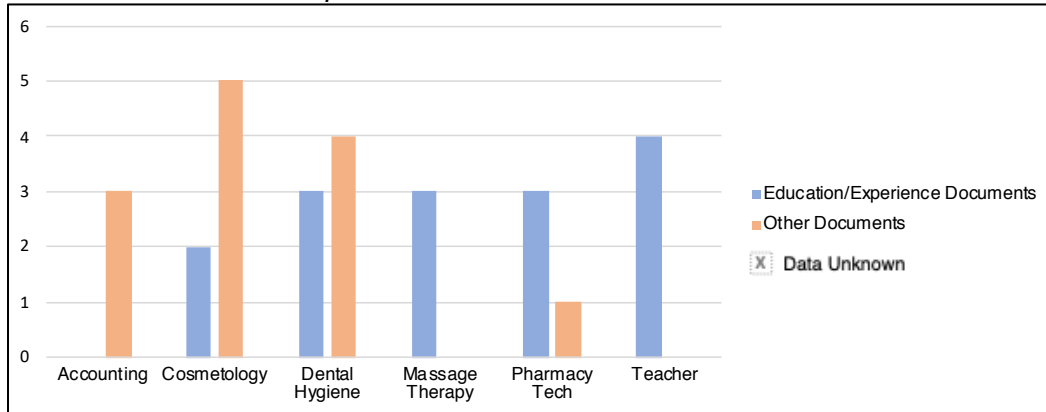
	Previous license	Background check	National exam results	State/Regional exam results
Accounting	●	●	●	
Cosmetology	●	N/A		
Dental Hygiene	●		●	
Massage Therapy	●		●	
Pharmacy Technician	●	●	●	
Teacher (Education)	●			

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 WV3

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 WV4 presents key elements of the application process. All of the examined boards in West Virginia defined the application process, and the majority of the boards provided clear instructions.

Table WV4

West Virginia Application Process

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

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

Information Accessibility

Figure WV1 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 WV1

State-Wide Website Information Accessibility

