

Oregon Board of Medical Imaging Limited Permit Licensing Process

Start to Finish

Important: Read This First!

All of the following steps need to be completed within 1- year after all of your Medical Imaging Schooling is completed and you have been handed your Course Completion Certificate.

- 1.) After completing your school (course) with an Oregon Board of Medical Imaging (OBMI) Limited Permit Approved School – **Request a “Course Competition Certificate” from your instructor.**
- 2.) Download an [“Exam Application”](http://www.oregon.gov/OBMI/docs/LXMO_Limited_Permit_Exam_0806.pdf) from the OBMI website at the following link:
http://www.oregon.gov/OBMI/docs/LXMO_Limited_Permit_Exam_0806.pdf
- 3.) Fill in your Exam Application completely. Mark all of the Modules for any of the Anatomical Area(s) you have completed at your school that you want to test for.
- 4.) Attach all of the following items to your application.
 - ✓ **Attach a 2” x 2” Color Photograph** of yourself to your application
 - ✓ **Attach a photocopy of your “Course Competition Certificate”** to your application.
 - ✓ **Include a Money Order or Cashier’s Check** to your application **to cover your Exam Fees. Cash or Personal Checks are not accepted.** Use the calculator at the top of the Exam Application to figure out the total fees to send in.
- 5.) Please may mail or walk your Exam Application into our office. (**Our office is open: Monday through Friday from 8:00AM to 4:00PM.**)
- 6.) Your application will be entered into the ARRT Exam the day it is received into our office.
- 7.) ARRT processes all of our applicants every Thursday evening. **The next day examinees will be mailed out a handbook to study before taking the test along with the phone number of “Pearson-Vue”. Pearson-Vue is the company that you need to call to set up your exam. They will let you know what dates and locations are available. (Reminder: You must call “Pearson-Vue” yourself to set up your Exam.)**
- 8.) Exam Score’s are mailed into our office 1-2 weeks after you take your Exam.
- 9.) We mail out your Exam score to your address on record the same day your score is received into our office.
- 10.) **You “must” pass the “Core Module”** also known as *“Radiation Use and Safety”* **and at least One (1) Anatomical Area in order to qualify to apply for a Temporary Permit.** You do “not” have to wait until you pass all of the Anatomical Areas you took classes for to apply for the [“Temporary Permit – For Practical’s”](#). Passing the “Core Module and at least (1) Anatomical Area is a “must” before you can proceed with your practical’s. A [“Temporary Initial Permit – For Practical’s”](#) can be downloaded at the following website link:
http://www.oregon.gov/OBMI/docs/Temporary_Initial_LXMO_Permit_0813.pdf
- 11.) You must contact a Registered Technologist (RT) to complete your Practical’s.
- 12.) If you did “not” pass all of your exams you can retake them again two (2) more additional times inside your first year which is marked on your “Course Completion Certificate”. (Reminder: All exams can be taken up to three (3) times inside your first year.) If you desire to take the Exam again.... Download another [“Exam Application”](#) and fill it out. Mail or hand deliver the new application into our office.
- 13.) You will need to **add all the new Exams you passed to your existing “Temporary Permit – For Practical’s”** in order to complete your Practical’s for them.
- 14.) You can have a total of Two (2) Temporary Permits to complete your practicals inside your 1-year period.
- 15.) Finally – As soon as you complete your Practical’s and the RT has signed off on them you’ll need to download a [“Permanent Initial Limited Permit Application”](#) at the following link:
http://www.oregon.gov/OBMI/docs/Permanent_Initial_LXMO_Permit_0815.pdf.
- 16.) Walk or mail into our office your [“Permanent Initial Limited Permit Application”](#) as soon as possible. Be sure to include your [“Practical Experience Certificate”](#) sheet, the correct funds along with all of the other required documents asked for on your application.

Important to Remember

The whole Exam process can take up to 5- weeks.

The Exam turnaround process depends on Examinee’s initiative to take the first exam date Pearson-Vue offers them.

Failure to supply all of the required documents asked for on your application into our office will hold up processing.

If You Have Any Questions We Encourage You To Call Us At: **971-673-0215.**