

**Veterinarian (VM)**  
**Renewal information for current licensees**

**There will be a \$5 unlicensed activity fee waiver implemented this renewal period**

Every day we work to improve the way we do business in order to serve you better. **A copy of your license will be sent to the email address associated with your online account once you renew your license.** This process significantly reduces the amount of time it would have otherwise taken for you to receive your license in the mail. The Department will no longer print and mail initial, renewed or duplicate licenses.

If you wish to print your license at any time in the future you may do so using your secure online account with the Department. Please log into [www.MyFloridaLicense.com](http://www.MyFloridaLicense.com) to access your account and follow the step by step instructions on how to **print your license**. Additionally, after you have created an online account and linked your license you may view a copy of your professional license on your mobile device using the DBPR mobile application. You may download the DBPR mobile application from the Apple App Store or Google Play. Once you have installed the application select "My License" and enter the same login and password information that you used to create your online account to view a copy of your professional license.

License renewal information:

- **To renew your license Active or Inactive**, submit your renewal request online and pay the fee of \$260. If submitted after June 1, 2020, the fee will be \$285.
- **If your license is current Active and you wish to go Inactive**, submit your renewal request online and pay the fee of \$260. If submitted after June 1, 2020, the fee will be \$335.
- **If your license is current and inactive and you wish to reactivate your license**, submit your renewal request online and pay the fee of \$310. If your request is submitted after June 1, 2020, the fee will be \$335. Also, please note that completion of continuing education is a requirement for active renewal.

If you wish to mail your renewal notice, please complete the blank renewal form found on the professional website and submit it along with your renewal fee payment to:

Department of Business and Professional Regulation  
2601 Blair Stone Road  
Tallahassee, Florida 32399

If mailing, please allow additional time for processing of your renewal request.

## **Important information**

- **Continuing Education Requirements (must be completed before June 1, 2020):** You are required to take 30 hours of continuing education in veterinary medicine every biennium; credits must be completed before June 1, 2020.

### **The 30 hours must include:**

- 1 credit hour in dispensing legend drugs and
- 2 credits hours in Florida veterinary laws and rules
- No more than 5 hours may be in complimentary or alternative medicine modalities.

**The Department will conduct a random audit to verify compliance with continuing education requirements, failure to provide timely proof of completion of all required continuing education before the June 1, 2020 expiration date is grounds for discipline.**

**If you are not currently practicing in Florida and have not completed the required continuing education you may wish to put your license in an inactive status.**

- **Rx Drug Purchases:** Many veterinary clinics and practice locations (especially group practices) require supplemental licensure before purchasing prescription drugs. If your clinic or practice location (a) provides veterinary services onsite, whether in a group setting or not, (b) is owned or operated by a business entity (corporation, LLC, PA, etc.) with a federal tax ID number, and (c) purchases prescription drugs in the name of the business, you likely need a Health Care Clinic Establishment permit issued by the Division of Drugs, Devices, and Cosmetics (DDC). For more information visit the DDC website, <http://www.myfloridalicense.com/dbpr/ddc/index.html>, or call 850-717-1800.
- State law requires you to maintain a current mailing address (address of record) with the Department of Business and Professional Regulation. All official correspondence from the Department will be sent to this address of record including important board information, service of process, etc. It is also recommended that you keep your telephone and e-mail address current with the Department. The Department will use the e-mail address for official communication with license holders. Update your personal information through one of the options referenced in this renewal package.
- Effective October 1, 2009, Section 455.227(1)(t), Florida Statutes, requires all professional licensees to self-report to the department, within 30 days of being convicted, or found guilty of, or having plead nolo contendere (no contest) or guilty to a crime in any jurisdiction. A licensee who fails to report this information may be subject to disciplinary action, including fines, suspension or license revocation. To report, complete the criminal self-reporting document and mail it to the department at the address provided on the form. To obtain a copy of the form, go to [www.MyFloridaLicense.com](http://www.MyFloridaLicense.com).

Visit [www.MyFloridaLicense.com](http://www.MyFloridaLicense.com) to create an account or access an existing account. There you will find license and renewal information, fees and their breakouts, license relationships as well as the opportunity to update personal data, apply online for additional licenses, and renew your license. For commonly asked questions please use the “Ask Us” link at the top of the page and if you need additional assistance select the “Contact Us” link or call our Customer Contact Center at 850.487.1395.