Board of Optometry

Optometrist Application Process

California State Board of Optometry

DEPARTMENT OF CONSUMER AFFAIRS

Preparing for Future Practice

- Study the laws that govern the scope of optometry.
- Review practice questions and materials.
- Consult your notes and lesson materials.
- Reach out to mentors, colleagues, instructors, & professional associations for assistance.
- Contact the State Board.

California State Board of Optometry

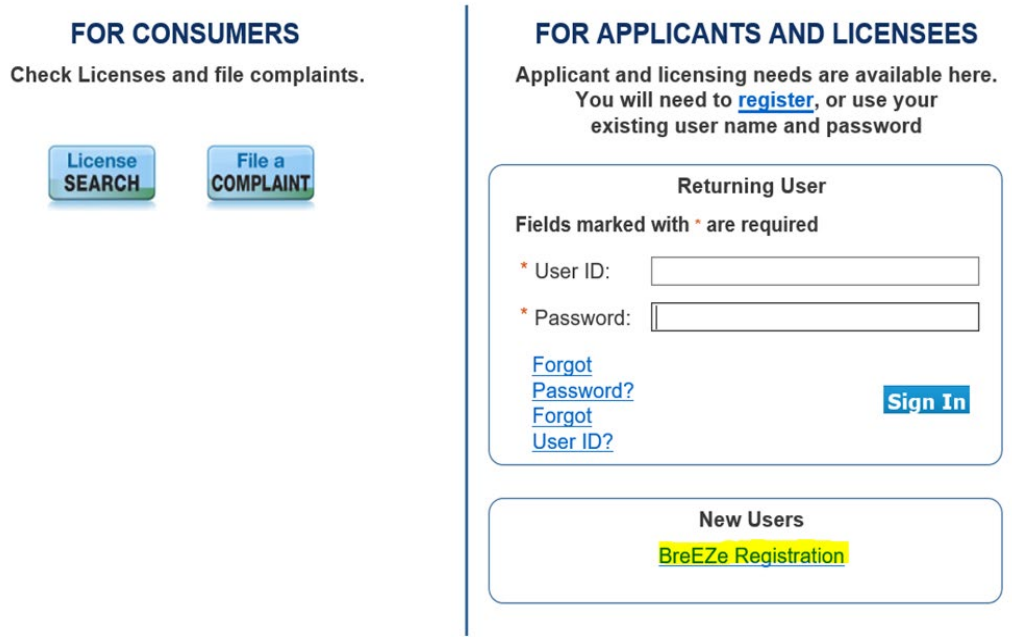
CSBO Application Process

Create Your BreEZe Account

www.breeze.ca.gov

Your BreEZe Account:

- Is not your license.
- Allows you to complete and submit applications online.
- Allows access to license and certifications in one place.



California State Board of Optometry

BreEZe

Use BreEZe to:

- Apply for your license
- Update or renew your license
- Pay with a credit card in a secure environment
- Apply for additional license or certification types
- Obtain real-time licensure information
- File a complaint against a licensee
- Request and pay for a Letter of Verification
- Make changes to address or name

BreEZe Technical Difficulties

CSBO Staff Cannot:

- Create your account or registration
- Reset a password or unlock an account
- Link licenses to account
- Troubleshoot BreEZe error messages

Contact BreEZe Help Desk

- 916-557-1208 or
- BreEZe@dca.ca.gov

California State Board of Optometry

License Requirements

Set out in Business and Professions Code sections 3056 and 3057.

All Applicants must:

- Pass the CLRE.
- Graduate from an accredited school of optometry.
- Pass all parts of the NBEO & TMOD.
- Live Scan fingerprinting.

Out of State Applicants must:

- Submit Hard Card fingerprinting (replaces Live Scan)
- If licensed in another state, submit Letters of Verification.

State Board of
metry

License Requirements

Fees are in Business and Professions Code section 3152.

Fees:

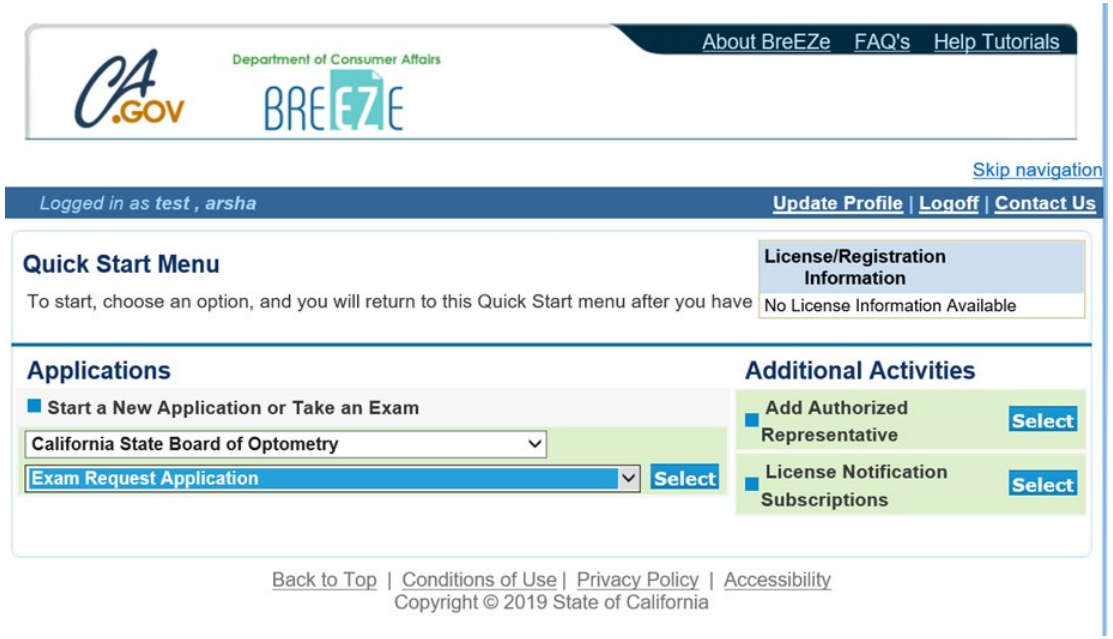
- Part 1 - $279 ($275 to CSBO and $4 to NPDB)
- Part 2 - $125 (TPA-$25, Lacrimal-$50, Glaucoma-$50)

- Live Scan (in-state) cost varies depending on location
- Hard card (out-of-state) fees are $49 – payable either at time of request or via the Part 2 application

State Board of
metry

Start Your Application

- Use BreEZe account to start a New Exam Request Application.
- **Please input your phone number and email address** as these are the fastest ways to reach you about your application.



California State Board of Optometry

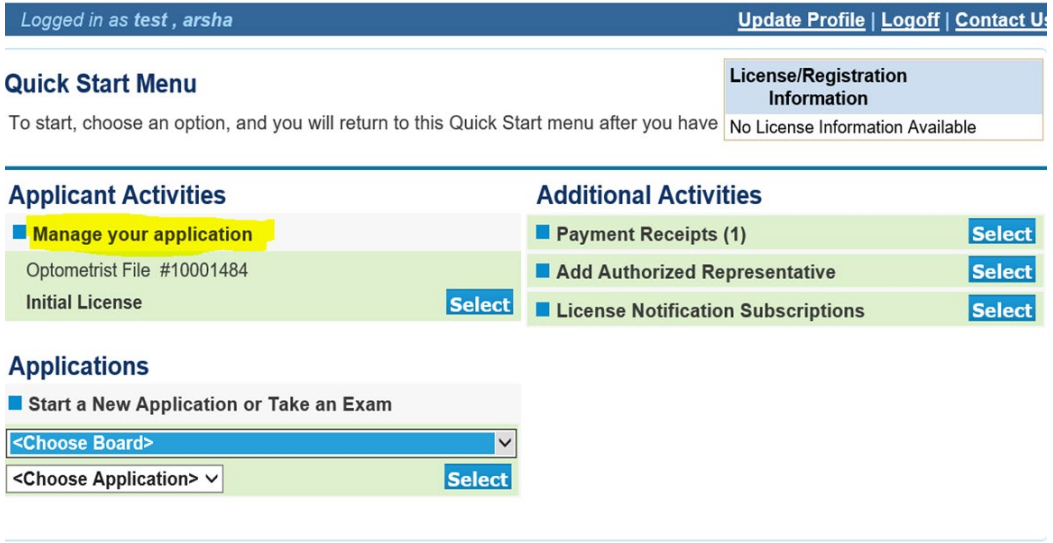
Schedule Your Exam

- After you submit your application, you will be contacted by PSI to schedule your exam either via email or mail. **EMAIL is faster.**
- You should be contacted within two (2) weeks of your application submission if you used **EMAIL** – check your spam folder!
- PSI locations are located all over the US.
- Study guides are sent to you with information on how to take the exam
- If you fail the exam you will need to wait three (3) months to retake it.
- The exam is valid for five (5) years after you pass.

California State Board of Optometry

You Passed the CLRE!

- Log back into your BreEZe account to complete your "Initial License Application – Part 2." Click on the first "select" button under Manage my Application.
- **Required Documents for Initial License Application to be considered complete and ready for review:**
  - Live Scan fingerprinting
  - Transcripts
  - NBEO scores



California State Board of Optometry

Application Review

Once the Initial License Application is submitted and **all** required documents received, your application will be reviewed.

If your application meets the requirements, your license will be issued.

If your application is missing items or information, we will contact you to let you know what is outstanding.

Your license cannot be issued until your application meets all requirements.

California State Board of Optometry

Application Review

Heading to a Residency Program?

- Application Valid for ONE (1) year
- Exemption from CE only valid if the CA license is issued within one (1) year of graduation.

California State Board of Optometry

Processing Times

Approximately 1-3 weeks for completed applications.

Your transcripts and board scores are sent to us from your University and NBEO after you graduate.

High call volume and email communication can lengthen processing times overall.

Keep your contact information updated!

California State Board of Optometry

What do I do after I get my license?

- Notify the Board of every location you are practicing optometry.
- These secondary locations can be applied for on BreEZe via the Statement of Licensure application.
- If you will own your own practice, you may need a Fictitious Name Permit.
- If you are desiring to incorporate you must file with the Secretary of State's office as a professional corporation. Corporate names will need a Fictitious Name Permit.

California State Board of Optometry

When are Renewals?

- Your initial license is active for two (2) years and expires at the end of the month it was issued in, if not renewed.
- There is **NO** Continuing Education (CE) requirement for your initial renewal **if your license was issued within one (1) year of graduation.**
- All other renewal periods **require** 50 hours of CE, with 35 hours in topics related to ocular disease, with 10 of those hours in glaucoma.

California State Board of Optometry

CE AUDITS

- Annually, the Board randomly selects 5-10 percent of renewing licensees for CE audits.
- If selected, the Board will first review CE hours on ARBO OE Tracker. If compliance is obtained the audit will conclude at this step.
- If more information is necessary, the Board will contact you requesting submission of additional CE information within 30 days.
- Cooperation during the audit is critical to ensuring a successful outcome.
- Failing a CE audit could lead to a citation and fine.

California State Board of Optometry

The Board's Website

Access to:

- Board meetings.
- Notices regarding changes in laws and regulations.
- License lookup
- Fact Sheets

www.optometry.ca.gov

Good Luck and Much Success!

California State Board of Optometry

2450 Del Paso Road, Suite 105

Sacramento, CA 95834

Phone (916) 575-7170

Consumer toll-free (866) 585-2666

Optometry@dca.ca.gov

State Board of
metry