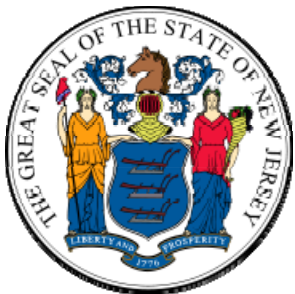


New Jersey Board of Massage and Bodywork Therapy

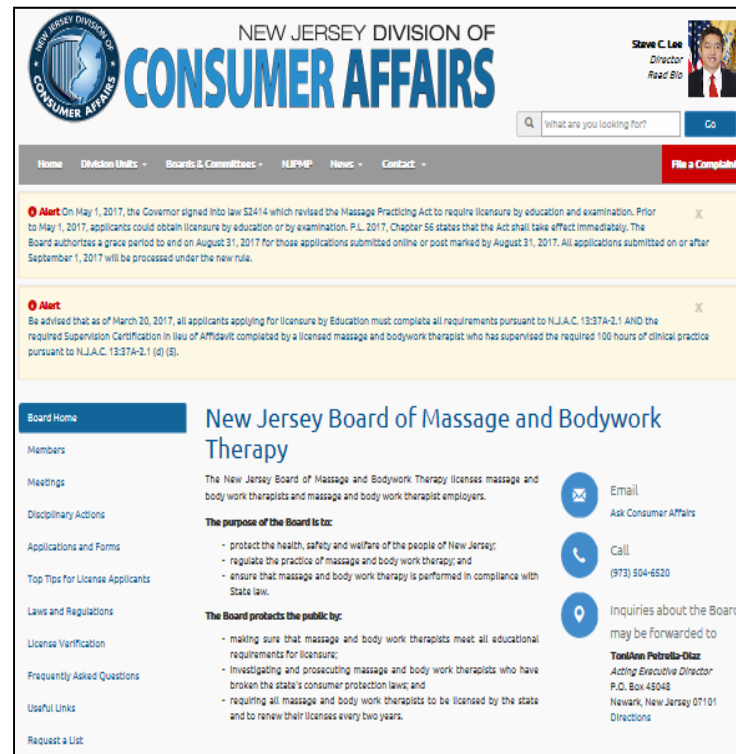
Helpful Information Regarding the Application Process



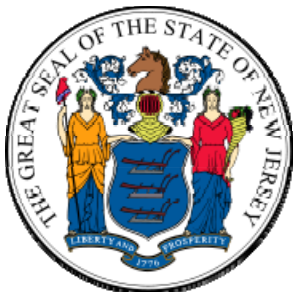
Board of Massage and Bodywork Therapy

Applications can be downloaded from the Board's website at www.NJConsumeraffairs.gov/mbt/Pages/applications.aspx

No one may practice as a massage therapist without being duly licensed to do so. A pending application is not a license to practice massage and bodywork therapy.

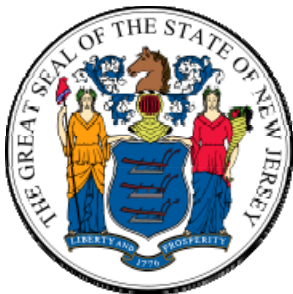


The screenshot shows the website for the New Jersey Division of Consumer Affairs. At the top, there is a navigation bar with links for Home, Division Units, Boards & Committees, NLPWP, News, and Contact. A search bar is also present. Below the navigation bar, there are two alert boxes. The first alert states that on May 1, 2017, the Governor signed into law S2414 which revised the Massage Practicing Act to require licensure by education and examination. The second alert states that as of March 20, 2017, all applicants applying for licensure by Education must complete all requirements pursuant to N.J.A.C. 13:37A-2.1 AND the required Supervision Certification in lieu of Affidavit completed by a licensed massage and bodywork therapist who has supervised the required 100 hours of clinical practice pursuant to N.J.A.C. 13:37A-2.1 (d) (5). The main content area is titled "New Jersey Board of Massage and Bodywork Therapy" and includes a description of the board's purpose and a list of its functions. The purpose of the board is to protect the health, safety and welfare of the people of New Jersey; regulate the practice of massage and bodywork therapy; and ensure that massage and bodywork therapy is performed in compliance with State law. The board protects the public by making sure that massage and bodywork therapists meet all educational requirements for licensure; investigating and prosecuting massage and bodywork therapists who have broken the state's consumer protection laws; and requiring all massage and bodywork therapists to be licensed by the state and to renew their licenses every two years. Contact information for the board is provided, including an email address (Ask Consumer Affairs), a phone number (973) 504-6520, and a website for inquiries.



When Should I Begin the Application Process?

You can begin the application process when you have successfully completed a massage and bodywork therapy program of at least 500 hours and have successfully passed either the exam given by The National Certification Board for Therapeutic Massage and Bodywork (NCBTMB), or The Federation of State Massage Therapy (FSMTB) Boards' exam (MBLEx).



Applying for Licensure as a Massage and Bodywork Therapist

Requirements for a Massage Application:

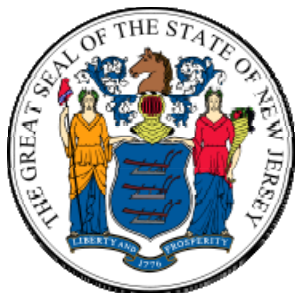
A completed application form, signed and notarized, with a 2x2 passport style photo.

Completion of a course of study in massage and bodywork therapy of at least 500 hours. Pursuant to [N.J.A.C. 13:37A-2.1\(d\)](#), the 500 hours shall include the following:

1. At least 90 hours of anatomy/physiology/pathophysiology
2. Ethics and Law
3. Theory and Practice (*in-class instruction as to massage and bodywork theory and modalities and in-class demonstration and practice of massage and bodywork modalities*).
4. Electives directly related to the practice of massage therapy; and
5. At least 100 hours of clinical practice which is supervised by a faculty member who is present on-site while services are being performed and is either a licensed massage and bodywork therapist or is legally authorized to perform massage and bodywork in the state in which the school exists.

The Massage and Bodywork Therapy school must be accredited by one of the following:

1. The New Jersey Department of Education;
2. The New Jersey Department Labor and Workforce Development;
3. The New Jersey Commission on Higher Education; or
4. An agency of another state which substantially meets the requirements of the New Jersey Department of Education, the New Jersey Department of Labor and Workforce Development or the New Jersey Commission on Higher Education;



Applying for Licensure as a Massage and Bodywork Therapist *(Continued)*

Requirements for a Massage Application (Continued)

All applicants applying for licensure by Education must also have their school complete the required Supervision Certification in lieu of Affidavit completed by a licensed massage and bodywork therapist who has supervised the required 100 hours of clinical practice pursuant to N.J.A.C. 13:37A-2.1 (d) (5).

The form can be found at:

www.NJConsumerAffairs.gov/mbt/Applications/Supervising-Faculty-Member-Certification.pdf

All transcripts and supervision certifications must be sent directly from the school in an official sealed envelope.



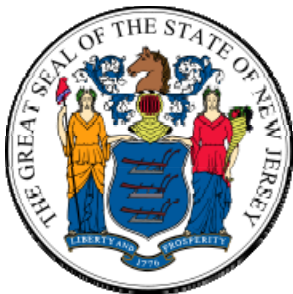
Applying for Licensure as a Massage and Bodywork Therapist *(Continued)*

Requirements for a Massage Application (Continued)

Passing the one of the following examinations pursuant to N.J.A.C. 13:37A-2.1(2):

The National Certification Board for Therapeutic Massage and Bodywork (*NCBTMB*)
The Federation of State Massage Therapy (*FSMTB*) Boards' exam (*MBLEx*).

- Information regarding the NCBTMB Exam:
www.ncbtmb.org/take-board-certification-exam
- Information regarding the MBLEx Exam given by the FSMTB
www.fsmtb.org/mblex/
(Information on the MBLEx, including the candidate handbook)



Applying for Licensure as a Massage and Bodywork Therapist *(Continued)*

Requirements for a Massage Application (Continued)

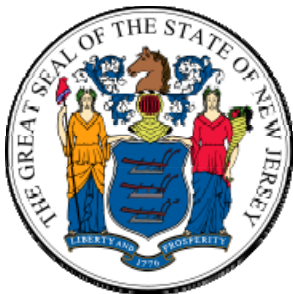
CPR:

Applicants must submit current certification in CPR, Firstaid and use of an automated external defibrillator (AED) from approved courses pursuant to N.J.A.C. 13:37A- 2.1(b)(4).

Please review the regulations at www.NJConsumerAffairs.gov/mbt for current approved providers.

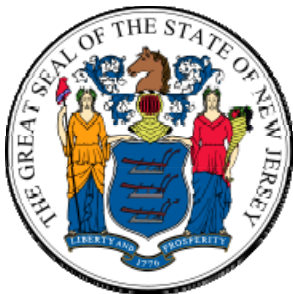
Verifications of other licenses:

If you hold another license of any kind in any state, including New Jersey, you must arrange for that state to send written or electronic verification of status of licensure or certification from every state, territory of the United States, or the District of Columbia, in which the applicant was ever licensed or certified. The verification shall either be forwarded directly to the Board from the applicable state board or committee, if written or, if electronic, issued by the applicable state board or committee.




Criminal History Background Check

- You must complete the “*Certification and Authorization Form*” as part of the application.
- You will receive a letter with instructions on how to schedule an appointment to have your fingerprints digitally recorded.
- Go online to schedule an appointment and pay the fee directly to the MorphoTrust.
- Applicants who do not live in the State of New Jersey may receive fingerprint cards with a letter requesting that they complete a criminal history background check. The letter includes an option to make an appointment in New Jersey for a live-scan at a MorphoTrust facility. The Board office receives the results of a criminal history background check faster if the applicant completes a live-scan at a MorphoTrust facility in New Jersey.



Criminal History Background Check

- If an applicant has ever been arrested, it makes the process faster if the applicant provides a written statement of the arrest(s), the police report(s), court documents and a copy of the disposition(s) of the arrest(s) with their application.
- **The fee on the Certification and Authorization form does not apply to every applicant. Do not send this fee if you Do Not hold a license or certification by any Board or Committee of the New Jersey Division of Consumer Affairs. Do not send this fee if you are unsure. The Board office will notify you if it is needed.**

Official Use Only <input type="checkbox"/> Dual License License Type 1	 New Jersey Office of the Attorney General Division of Consumer Affairs State Board of Physical Therapy P.O. Box 45014 Newark, New Jersey 07101 (973) 504-6455	Official Use Only <input type="checkbox"/> Recubant Board or Committee
Applicant's Number		
License Type 2		
Applicant's Number		

**CERTIFICATION AND AUTHORIZATION FORM
FOR A CRIMINAL HISTORY BACKGROUND CHECK**

Directions: Answer all of the questions on this form.

1. Name Mr. Mrs. Ms. Last First Middle (Maiden Name)

2. Address _____
Street or P.O. Box City State ZIP code

3. Date of birth ____/____/____ Sex: Male Female

4. Social Security number ____/____/____

5. Have you completed the fingerprinting process for any Board or Committee of the New Jersey Division of Consumer Affairs since November 2003? Yes No
If "No," you will receive a separate mailing from the Board or Committee regarding the criminal history record background check process. No payment is necessary as of now.
If "Yes," please provide the following information and follow the instructions outlined below:
Board or committee requiring the fingerprinting _____
Month and year you were fingerprinted _____

If you were fingerprinted after November 2003 as part of the criminal history background process for licensure or certification by any other Board or Committee of the New Jersey Division of Consumer Affairs (a background check conducted for the Department of Education, another state agency or another state does not apply) you will not be required to be fingerprinted a second time. However, the Division must perform a criminal history background check each time you apply for licensure or certification. **The fee for this service is \$17.50.** Payment should be made in the form of a check or money order payable to the State of New Jersey and should accompany your application packet.

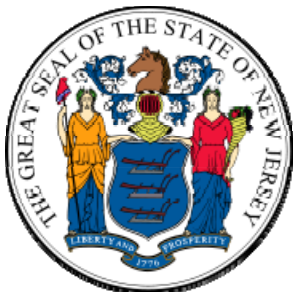
6. Have you ever been arrested and/or convicted of a crime or offense? (Minor traffic offenses such as a parking or speeding violations need not be listed.) Yes No

Every such conviction on record must be disclosed. A true copy of every police report, judgment of conviction, sentencing order and termination of probation order, if applicable, must be submitted with this form. Any documents (including employer or supervisor letters of reference, if applicable) which present clear and convincing evidence of rehabilitation must be submitted with this form. **Failure to follow these instructions may result in the denial of an initial application.**

Note: Copies of judgments, sentencing and termination of probation orders may be obtained from the clerk of the county where those orders, disposing of the conviction, were issued and filed.

Your continuing responsibility to disclose convictions of crimes or offenses: You must notify the Board or Committee within five (5) business days if you are convicted of any crimes or offenses after this form has been completed.

Continuation on the reverse side ➡



Fees

What is the application fee?

The application fee is \$75.00, non-refundable fee.

What is the fee for a massage therapy license?

If a massage and bodywork therapist applicant is eligible for a license during the first year of the biennial renewal period the fee for a license is \$120.00.

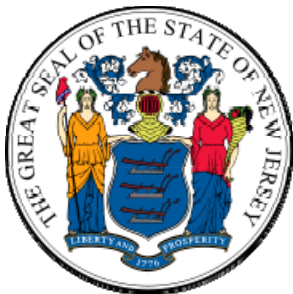
If a massage and bodywork therapist applicant is eligible for a license during the second year of the biennial renewal period the fee for a license is \$60.00.

The biennial cycle ends on November 31st of every even year.

You must keep your address and email address current with the Board.

You must complete your continuing education requirement prior to the renewal expiration date.

Once an applicant is determined to be eligible for a license, the New Jersey State Board of Massage and Bodywork Therapy will notify the applicant and at that time the applicant can submit the licensure fee. Please do not send the fee prior to notification.



Useful Links on the Website of the New Jersey Board of Massage and Bodywork Therapy

Laws and Regulations

www.NJConsumerAffairs.gov/pt/Pages/regulations.aspx

Checking Application Status

www.NJConsumerAffairs.gov/Pages/licensingboards.aspx

Frequently Asked Questions

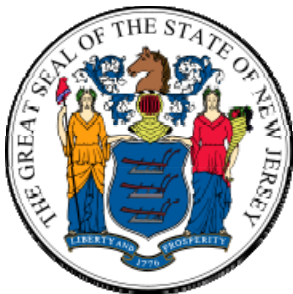
www.NJConsumerAffairs.gov/mbt/Pages/FAQ.aspx

Verifying a License

www.NJConsumerAffairs.gov/Pages/verification.aspx

Renewing a License

www.NJConsumerAffairs.gov/mbt/Pages/applications.aspx



Where Do I Send Mail for the New Jersey Board of Massage and Bodywork Therapy?

Mailing Address

New Jersey Board of Massage and Bodywork Therapy
P.O. Box 45048
Newark, NJ 07101

Email

MassageTherapy@dca.lps.state.nj.us

Phone Number

(973) 504-6520

