



PA Compact Commission State Preparation Guidelines

1. New Member State responsibilities
 - Appoint a Commission delegate and alternate. If there are questions regarding delegate eligibility, please contact the Commission. In accordance with Compact [Section 7](#), currently licensed PAs may serve as delegates to the Commission.
 - Ensure the appointed Commissioner's ability to actively participate in commission meetings.
2. Compact privilege fee
 - Decide state privilege fee with guidance from the Commission (i.e., Member States should consider setting a fee that when added to the commission fee does not exceed the current single state licensure fee).
 - Promulgate rule if necessary to set fee.
 - Notify the Commission of the state fee.
 - Decide if military-affiliated licensees will have a reduced fee.
3. Jurisprudence requirements
 - Decide whether or not there is or will be jurisprudence requirements for privilege applicants.
4. Provide contact information to the Commission of all staff members necessary to onboard state to the compact data system (executive director, IT staff, etc.).
5. States will upload information via a CSV file or API integration to the compact data system.
 - States should notify their IT department about the need to interface with the compact data system.
 - If a member state board is considering an IT vendor change for their internal state data system, please notify the Commission and ensure that any new IT providers are aware of the member state's need to interface with the compact data system.
 - As a State of Qualifying License, a Participating State shall verify and submit the following information for each PA applying for or holding a Qualifying License*:
 - Full legal name;
 - Other name(s) used, previously or currently;
 - Sex;
 - Date of birth;



- Social security number;
- Primary residence address of record;
- Telephone number of record;
- E-mail address designated by applicant to receive correspondence from the Compact Commission and Participating States;
- PA educational program completed, including year of graduation;
- NCCPA Certification number, current certification status and certification expiration date;
- License number, status, issue date and expiration date in the designated State of Qualifying License;
- Adverse actions against a License or Compact Privilege;
- The existence of Significant Investigative Information; and
- Any denial of licensure, and the reason(s) for such denial (excluding the reporting of any criminal history record information where prohibited by law).

*These entries may be refined based on the PA Compact Commission's rule making process and states' ability to onboard with the compact data system.

6. Criminal Background Check (CBC) Implementation

- Compacts require that those who obtain privileges must have an FBI criminal background check, which the state administrators must review when making a compact eligibility decision.
 - Member States must fully implement an FBI CBC requirement pursuant to the Compact.
- The results of a CBC can never be reported to the Commission. The qualifying state that is reviewing the FBI CBC alone determines compact eligibility of the PA.

7. Additional Suggestion for States

- Ensure a link to the Commission's website prominently appears on the board or agency's website.