Take This Important Step Before License Renewal: Verify Your Contact Information in PALS

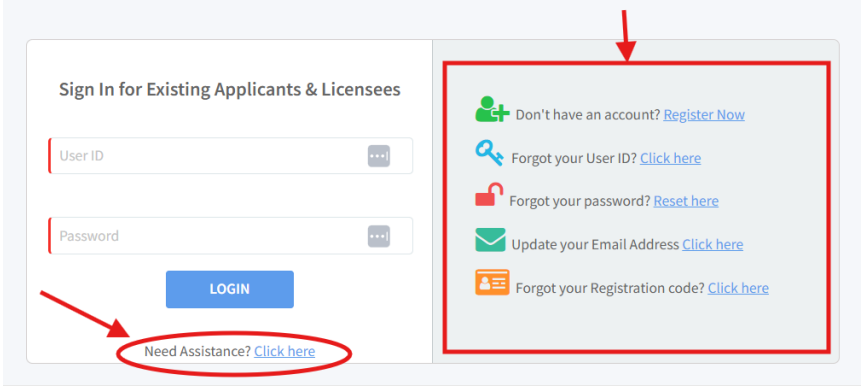
To get ready for license renewal, please make sure your contact information is current and accurate in the Pennsylvania Licensing System (PALS). The Boards of Medicine and Osteopathic Medicine will send a notification to the email address you provided in PALS when your renewal application becomes available. Notifications are issued 30 to 60 days prior to your license expiration date. It is also important to review and update your mailing address, if necessary. Your license certificate and wallet card will be mailed to the address on file in PALS.

To verify and update your contact information, follow the instructions below or watch the instructional video on How to login and locate your renewal found on the Department of State's website. If you need technical assistance with your PALS account, please call 1-833-DOS-BPOA (1-833-367-2762).

Instructions

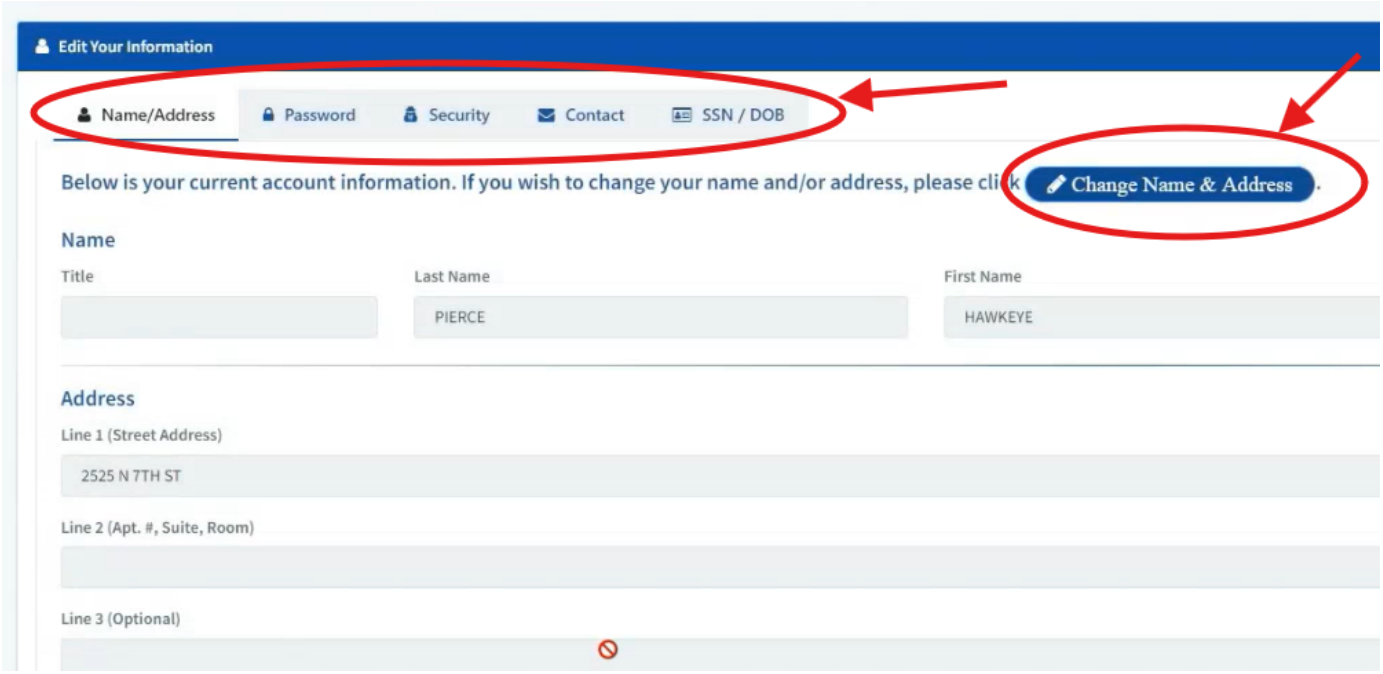
1. Go to https://www.pals.pa.gov and click on "Login to your account."

2. If you have trouble remembering your user ID or password, use the reset features on the right side of the login screen. If you need further assistance, select the "Need Assistance?" option at the bottom of the screen or call BPOA at 1-833-DOS-BPOA (1-833-367-2762).



3. Once you access your PALS account, click on “edit your information” next to the pencil icon.

4. Go through the tabs at the top of the screen and make the appropriate changes. If you need to change your address, click on “Change Name & Address” next to the pencil icon under the “Name and Address” tab.



5. Go to the “Contact” tab and click on “Edit Contact Details” next to the pencil icon, to make changes to your phone number and email address. If you make changes, please remember to click on “save contact details” at the bottom of the screen.