

HAWAII BOARD OF MASSAGE THERAPY
Frequently Asked Questions
2/27/2012

The answers to general questions (e.g. change of address, name change, duplicate pocket i.d. card/wall certificate, license verification request, etc.) can be found in the Professional and Vocational Licensing Division's Frequently Asked Questions: http://hawaii.gov/dcca/pvl/faqs/PVL_FAQs.pdf

MESSAGE THERAPIST EXAM AND LICENSE

1) What are the requirements to become a licensed massage therapist in Hawaii?

All applicants are required to:

- a) meet the minimum education and training hours requirement of 570 hours;
- b) pass the State of Hawaii licensure examination; and
- c) possess current infant and adult cardiopulmonary resuscitation ("CPR") certificate from the American Red Cross or the American Heart Association.

More specific information can be found on the "Information/Requirements and Instructions" sheet that is attached to the application form.

2) Do I have to attend massage therapist school in Hawaii?

All applicants are required to meet the 570 hours of education and training. You may meet these requirements by:

- a) Attending and successfully completing a massage therapy program in a school that was licensed/registered/certified by the state department of education in the respective jurisdiction or by an agency authorized by the appropriate government agency of the respective jurisdiction (where you studied). The school must have been licensed/registered/certified while the student attended the program. Your school can be located in Hawaii or in another jurisdiction; OR
- b) Successfully completing an apprenticeship program under the direct supervision of a Hawaii licensed message therapist. The apprenticeship program shall be a minimum of 420 hours of hands on training under the direct supervision of a Hawaii licensed massage therapist. NOTE: **Apprenticeship training obtain in other jurisdictions, outside the State of Hawaii, are not accepted toward Hawaii licensure requirements.**

More information about massage apprenticeships can be located under the "MESSAGE APPRENTICE" section of this document.

3) I am a licensed massage therapist in another state. How do I transfer my license to Hawaii?

Your out-of-state license CANNOT be transferred to Hawaii. You need to apply for a Hawaii license and meet the Hawaii requirements that are in place at the time you submit the application.

4) I took and passed the licensing exam for my other state license. Will Hawaii accept my passing score as a substitute for the Hawaii exam?

No, passing scores from other state's licensing exams are not accepted. All applicants for a Hawaii license are required to take and successfully pass the Hawaii massage license exam.

5) I am nationally certified. Will Hawaii accept my national certificate?

No, your national certificate will not be accepted to meet Hawaii's licensing requirements. All applicants are required to meet Hawaii's licensing requirements.

6) I am nationally certified. Do I have to take the Hawaii exam?

Yes, all applicants are required to take and successfully pass the Hawaii massage license exam.

7) Where can I get an application form?

You may download the application form and instructions from this website:

http://hawaii.gov/dcca/pvl/boards/massage/application_publications

To request an application be mailed to you, please call (808) 586-3000 or send an email to massage@dcca.hawaii.gov and provide the following:

- Name
- Mailing address
- Specify the type of application

8) What documents do I have to submit with my application?

Information on submissions can be found on the instructions sheet that is attached to the application form.

9) How much are the licensing fees?

Information on fees can be found on the instructions sheet that is attached to the application form.

10) I don't know if my education and training meets Hawaii's requirements. Who may I talk with to find out if I meet Hawaii's requirements?

If you would like to have your education and training reviewed, you must submit a completed massage therapist application form and application fee and all required documents. A review will be conducted of your documents and you will be notified in writing of the outcome of the review.

11) When can I sit for the massage exam?

An applicant may sit for the massage exam after their completed* massage therapist application is approved by the Hawaii Board of Massage Therapy ("Board"). Once your application has been approved, a notice and the exam registration paperwork will be sent to the mailing address on file. You will need to register with the exam provider.

*An application is considered to be complete when ALL the requested information and required fees are provided.

12) What does "walk-in" testing mean?

"Walk-in" testing is available under certain circumstances. If you have been approved for an exam by the Board, you may take the exam by appointment on a date other than the scheduled testing dates offered. For an appointment, contact the exam provider. A "walk-in" fee of \$50 is added to the basic exam fee. NOTE: "Walk-in" testing is only available at the Oahu location.

13) What if my infant and adult CPR certification is not from the American Red Cross or American Heart Association?

An applicant may request for a waiver provided that the conditions of Hawaii Administrative Rules ("HAR") §16-84-23(o) are met.

14) Can I take the exam out-of-state?

When an applicant submits their application for massage therapist, they may include a written request to sit for the exam out of state and if approved, the applicant must make the arrangements to sit for the Hawaii massage exam with the exam provider, not the Board of Massage Therapy. It is solely up to the exam provider if they can accommodate the exam candidate.

15) Can you give me my exam score over the phone/via email?

We do not send out exam scores nor do we give exam results over the phone or via email. Prometric, the exam provider, sends exam results directly to the applicants. For questions regarding your exam results, please contact the Hawaii Prometric office at (808) 261-8182.

MESSAGE APPRENTICE

Apprenticeship training shall not begin until the apprentice applies for and receives an apprentice permit. Apprenticeship training shall not be completed sooner than 6 months from the date the apprenticeship training began and shall not go on longer than 1 year from the date the apprenticeship training began. Apprenticeship training shall be conducted only in this State.

1) Where can I find the list of Board approved apprenticeship programs?

There are no "Board approved" apprenticeship programs. The Board does not have authority to approve apprenticeship programs.

2) If there are no approved apprenticeship programs, how do I complete one?

Even though there are no approved apprenticeship programs, the Board's administrative rules set forth the course of study that an apprentice shall complete (see section 16-84-23(j), HAR). The apprentice trains under the direct supervision of a sponsoring massage therapist. The sponsoring therapist shall have a current Hawaii massage therapist license. The apprenticeship shall be conducted in a Hawaii licensed massage therapy establishment.

3) Is there a list of Board approved massage therapists that hold apprenticeship training programs?

No. The Board does not approve apprenticeship training programs, therefore, there is no list of approved programs.

4) Will the Board assign me to a sponsoring therapist?

No. You must locate a massage therapist that meets the sponsor requirements (see below) who is willing to allow you to apprentice under him/her.

5) If there is no list and the Board will not assign me to a sponsoring therapist, how do I know whether the massage therapist is authorized to train me?

The sponsoring massage therapist must possess at least three (3) years of massage therapist licensure in Hawaii; employed by or registered with a licensed massage therapy establishment; and must maintain an active license throughout the sponsorship period. In addition, all training must be conducted at a Hawaii licensed

massage therapy establishment and the principal massage therapist of that establishment must authorize the apprentice training.

Ask the prospective sponsoring massage therapist to show you proof that he/she is licensed (ask for their license). Ask to see the licenses of the massage therapy establishment and the principal massage therapist. You may also visit our website to verify that the licenses of the individuals and massage therapy establishment are current and in good standing.

6) May I have more than one sponsoring massage therapist?

Yes. For each sponsoring massage therapist that you are training under, you must apply for and receive an apprentice permit.

7) When can I start the apprenticeship?

You must first complete the academic studies of 50 hours in anatomy, physiology and structural kinesiology (combined total of 50 hours) and 100 hours of theory and demonstration of massage therapy. After you show proof of completion of these hours of academic study, you would submit an application for apprentice permit. You may only begin your apprenticeship once your application has been approved and your sponsor receives the apprentice permit.

8) How do I obtain the 50 hours in anatomy, physiology and structural kinesiology and 100 hours of theory and demonstration of massage?

You may acquire these hours via different sources:

1. Through a licensed/registered/certified school in any jurisdiction (see the application instructions attached to the massage apprentice application for more information).
2. Through a Hawaii Board approved massage therapy workshop. (see question #1 below for the link to the list of Board approved workshops).

MESSAGE THERAPY WORKSHOP

1) Where can I find a list of Board approved workshops?

The list of approved massage workshops can be found on the Board's website:

<http://hawaii.gov/dcca/pvl/boards/massage/matworkshop>

For more information regarding these workshops, please contact the establishments directly.

2) How do I apply to conduct a Board approved workshop?

You must submit a completed application and receive approval from the Board. The application can be found at:

http://hawaii.gov/dcca/pvl/boards/massage/application_publications

3) What are the qualifications to teach a Board approved workshop?

Please see HAR § 16-84-23(i), which states the qualifications to teach a Board approved workshop.