How to Perform a Public License Search

1. Open the Bureau of Professional Licensure online services website <u>https://ibplicense.iowa.gov</u>. Select General Public



2. Select Public License Search

Promoting Bureau	epartment of Public Health and Protecting the Health of Iowans of Professional Licensure								
Home	Home Page - Online Services								
General Public - No Sign in Required Public Libense Search File a Complaint Libensing Services - Sign in Required Sign in Create an Account Help	Welcome to the Bureau of Professional Licensure online services site. Licensees If you have an @lowaid account and password, select the Sign In button, OR If you have never used the online services site you will need to create an account by select the Create an Account button. Please view the following tutorial to assist you with creating your account. Creating Your Account Tutorial New Applicants You will need to create an account by selecting the Create an Account button. Please view the following tutorial to assist you with creating your account. Creating Your Account Tutorial								
	General Public								
	Select the General Public – No Sign In Required								
	 Public License Search –this page will allow you to search for licensees by various search categories. For example, you can search to determine how many licensed chiropractors live in a specific town. 								
	 File a Complaint – this page provides you the opportunity to file a complaint against a licensee 								
	List of Licensees								
	Select the General Public – No Sign In Required								
	A free list of licensees can be generated and exported by following the steps outlined in the following tutorial.								

3. Enter the search criteria and make selections from the dropdown boxes, then select Search

Promoting Bureau	Department of Public Health g and Protecting the Health of Iowans J of Professional Licensure									
Home	Public License Search									
	Search Criteria									
General Public - No Sign In Required	License Number Board V									
	First Name License Type									
Licensing Services -	Last Name Status 🗸									
Sign in Required	Establishment Name City									
Sign In	(NOTE: If you enter a value end with "%" sign in any oriteria input box, it means you want to get all license records from this field with beginning pert value you just input.)									
	Search Reset									
Create an Account	ie an Account									
Help	You can search for individuals licensed by the Bureau of Professional Licensure. You do not need to complete all the boyes to complete the search. For example, if you wanted a list of all the athletic									
	trainers that either have an active or inactive license simply select Athletic Training from the dropdown list in the Board box.									
	The professional boards within the Bureau of Professional Licensure require primary source verification of credentials prior to issuing a license in this state. The Bureau is responsible for maintaining									
	of the information on the website, including licensure information and public disciplinary action. The information provided on the website is the same information provided through verbal and mail werification information. The information provided instantiate information and is true and complete to the best of our knowledge. The Bureau helieves this site is asmoniate for verbal mail.									
	upon entering new information.									
	If you wish to file a complaint use the Search Criteria box, search for the individual you want to make a complaint against. When searching make sure you are spelling the individual's name correctly.									
	IF the individually appears an the lawse particle of the second									
	In the individual's name appears on the lower portion of the screen.									
	 Press <u>More info</u> located in the license details column. Press <u>File a Complaint</u> located near the bottom of the page 									
	IF the individual's name does not appear after completing a search, press Eile a Complaint located near the bottom of the page.									
	Export File & Completint									
	Consister Appricant Doard Conservation Action									
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Home	Public Licence Search									
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- and a sequence	First Name Licence Type Respiratory Care Practitioner V									
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organ in required	Establishment Name City Charles City									
Sign In	(NOTC: If you enser a value and with "5" algo in any oriteria input box, it means you want to get all license records from this field with beginning part value you just input.)									
Create an Account	Search Reset									
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You can search for individuals licensed by the Bureau of Professional Licensure. You do not need to complete all the boxes to complete the search. For example, if you wanted a list of all the athletic trainers that either have an active or inactive license simply select Athletic Training from the dropdown list in the Board box.

The professional boards within the Bureau of Professional Licensure require primary source verification of credentials prior to issuing a license in this state. The Bureau is responsible for maintaining all of the information on the website, including licensure information and public disciplinary action. The information provided on the website is the same information provided through verbal and mail verification, and is true and complete to the best of our knowledge. The Bureau believes this site is appropriate for verification information. Licensure information on the above website is updated instantly upon entering new information.

If you wish to file a complaint use the Bearoh Criteria box, search for the individual you want to make a complaint against. When searching make sure you are spelling the individual's name correctly.

IF the individual's name appears on the lower portion of the screen:

Press <u>lifere info</u> located in the license details column. Press <u>File a Complaint</u> located near the bottom of the page

IF the individual's name does not appear after completing a search, press File a Complaint located near the bottom of the page.

	Page	No: 1 of 1 Pag	es Total Records:	3; 30 V Records p	er Page							
2	Lioensed	Applicant	Board	License Type	Status	Searched Name - Role	Issue Date	Expiration Date	City	Licence Details	Disolplinary Action	1
M	000931	Bret Kruthoff	Respiratory Care and Polysomnography	Respiratory Care Practitioner	Active	Bret Kruthoff - Applicant	07/26/1996	03/31/2016	Charles City	More Info	No	
X	000915	Dennis Grant	Respiratory Care and Polysomnography	Respiratory Care Practitioner	Active	Dennis Grant - Applicant	07/26/1996	03/31/2016	Charles City	More Info	No	
•	01691	TERRY SCHRADER	Respiratory Care and Polysomnography	Respiratory Care Practitioner	Active	TERRY SCHRADER - Applicant	10/24/2000	03/31/2016	Charles City	More Info	No	

If you want to use the information to create a mailing list, select Export and the information will be downloaded into an Excel spreadsheet.