

## How To Get Your MA Phlebotomy License:

**Step 1:** Complete the Phlebotomy Program and wait for your grades to post. The college will forward your transcripts to the state Medical Assistant Credentialing site within two weeks from the grades being posted.

**Step 2:** Complete the Application for the MA Phlebotomy License either online or via mail. The cost is \$145 for the initial application and \$145 for renewal every 2 years.

The link for the application is:

Medical Assistant-Apply Online | Washington State Department of Health

<https://doh.wa.gov/licenses-permits-and-certificates/professions-new-renew-or-update/medical-assistant/credentialing-information>

(You need to click on the one that says: Medical Assistant Phlebotomist Certification)

**\*\*Consider watching the video linked at this site. It gives a good overview of the process.**

**Also see:** [Apply Online Instructions | Washington State Department of Health](#)

\*You will create a Secure Access Washington (SAW) account if you do not already have one. You will use SAW to apply for the license.

If you want to mail in your application go to:

<https://www.doh.wa.gov/Portals/1/Documents/Pubs/651007.pdf>

Mail your application with initial documentation and your check or money order

payable to:

Department of Health

P.O. Box 1099

Olympia, WA 98507-1099

If you prefer to do it all online then go to the following page:

<https://www.doh.wa.gov/LicensesPermitsandCertificates/ProfessionsNewReneworUpdate/MedicalAssistant/LicenseRequirements/Phlebotomist>

Frequently Asked Questions:

**Will I have to renew my medical assistant certification or registration?**

Yes. You must renew your certification or registration. After the initial issuance, the medical assistant credential must be renewed every two years on the credential holder's birthday. Initial credentials issued within 90 days of the practitioner's birthday don't expire until the practitioner's next birthday. A person issued a credential on July 15, 2013 with a birthday on August 6 will renew the credential on August 6, 2014, August 6, 2016, August 6, 2018, etc.

\*\*Any questions on this, please contact the Washington State DOH @ [medical.assistants@doh.wa.gov](mailto:medical.assistants@doh.wa.gov).

**Best of luck to all of you in your future endeavors!!! It's been a pleasure working with each and every one of you**