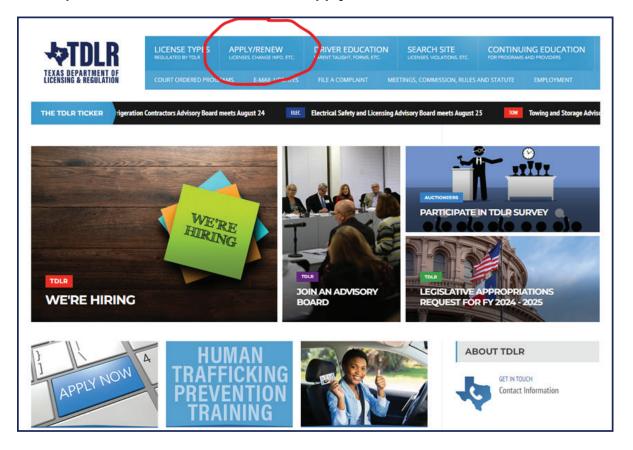


TEXAS DEPARTMENT OF LICENSING & REGULATION

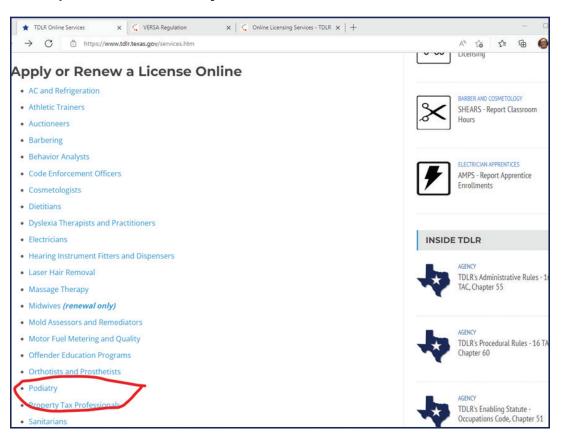
How to Register as a New User for the New System Below is a step-by-step screen shot of the entire process:

Step 1: Go to our website: Click on Apply/Renew.

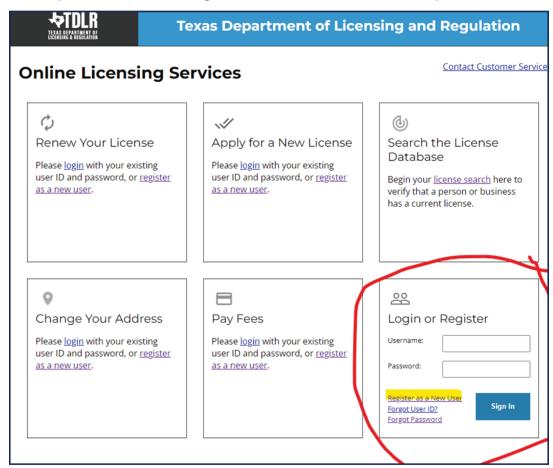




Step 2: Click on Podiatry on the list.

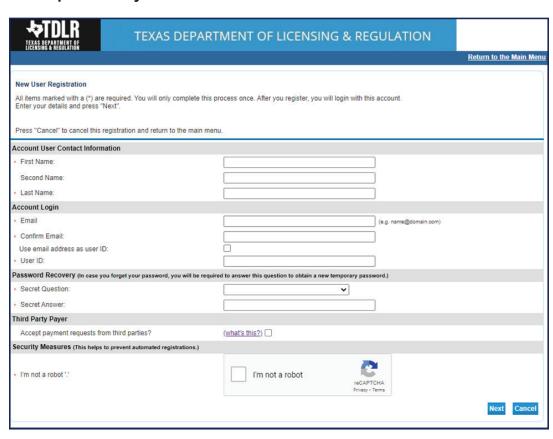


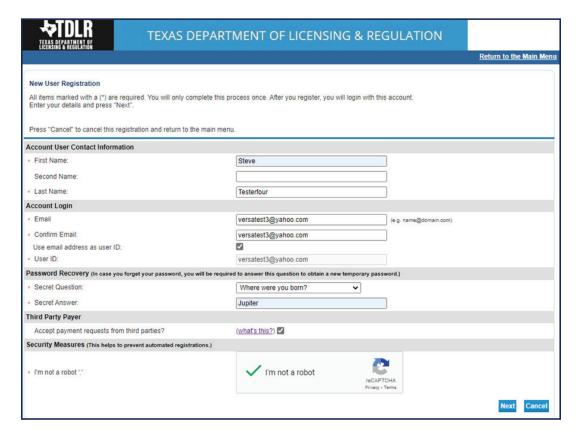
Step 3: Click on the Register as a New User link. Set up a New User Account.





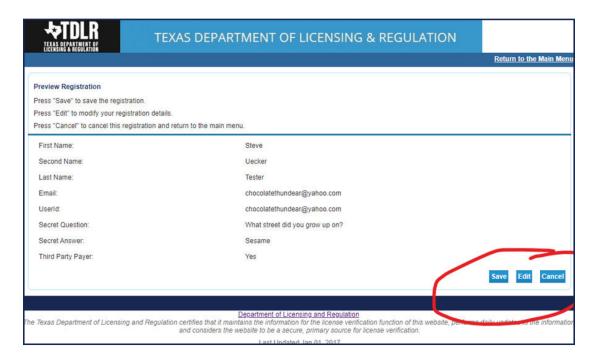
Step 4: Enter your information.







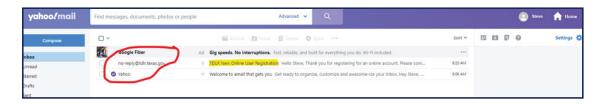
Step 5: Confirm and edit your information, if needed, before hitting "Save."



Step 6: You will receive notification of your temporary password for the account. This can be found at the email address you supplied.



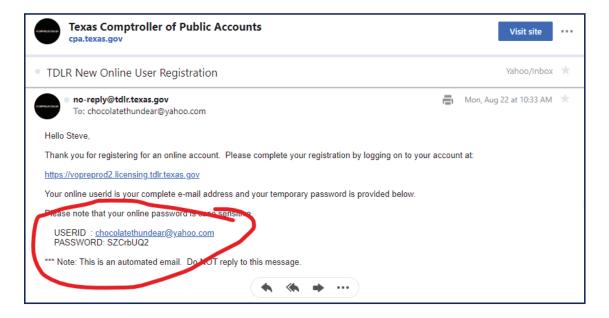
Step 7: The email will be from TDLR.



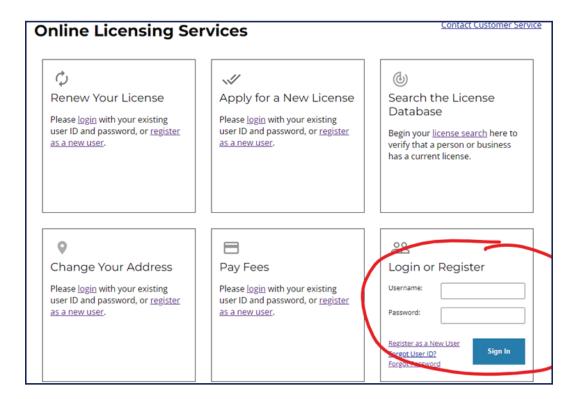


Step 8: You are issued a password. Now you have a User Account. Open the email. If it is not there, check your spam folder.

Step 9: Copy the temporary password.



Step 10: Enter your New User Account ID and paste the temporary password.

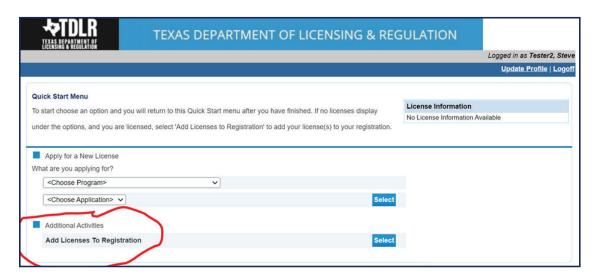




Step 11: Paste the temporary password again and create your own password and confirm it.



Step 12: Congrats. You should not have to do that part again for a long time. You can now link your User Account to your License. Click "Add Licenses to Registration."



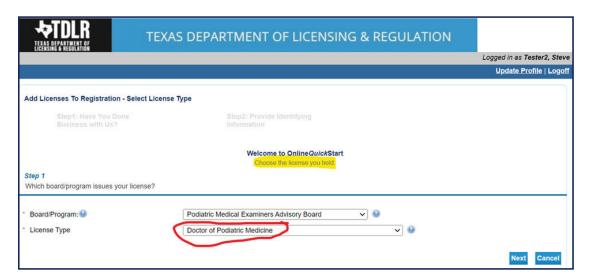
Step 13: You will now add your License to this User Account. You are a Licensee. Click "Yes."





Step 14: Choose your Board and License type:

• Podiatric Medical Examiners Advisory Board and Doctor of Podiatric Medicine.



Step 15: Enter your Name, SSN, and DOB.





Step 16: Then the system will find your License. You confirm that it's yours.

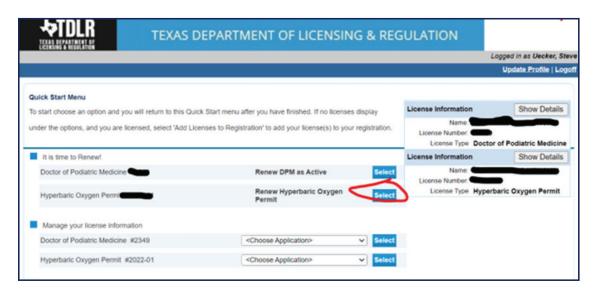


Step 17: Your DPM License is now linked to the account along with your Hyperbaric Oxygen Permit (HBO).





Step 18: To begin the HBO Renewal, select "Renew Hyperbaric Oxygen Permit."



Step 19: The steps will be listed on the left of the screen. Read and follow the instructions.

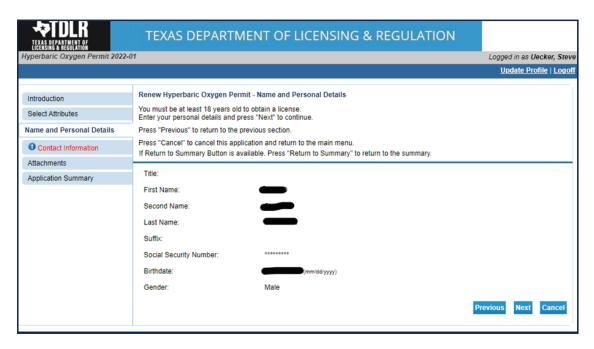


Step 20: Select Attributes: The attribute in this case is military service. The greyed-out boxes show your current status. If you or your spouse are on active duty in the military, select the appropriate box and fill out the linked form MIL 002 form. If not, leave it blank.

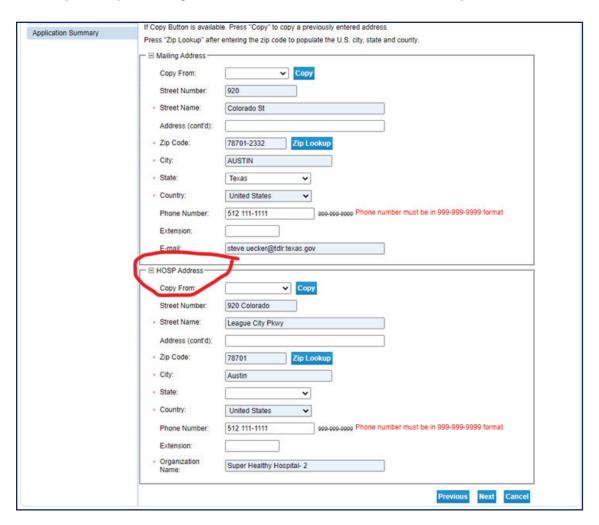




Step 21: Check your name and personal details.

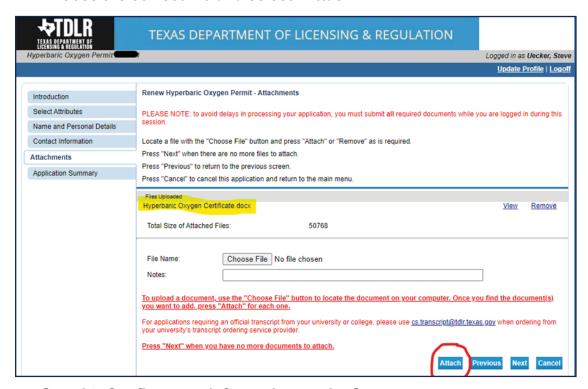


Step 22: Update any addresses. You must enter the Hospital Address.

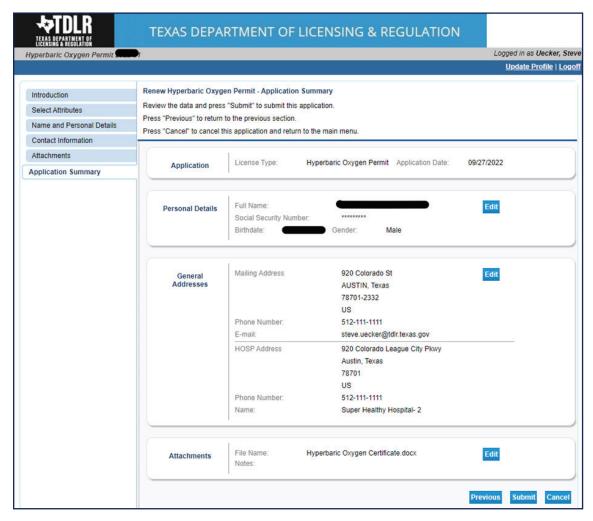




Step 23: Attach any other required documentation. Choose the correct file and select "Attach."

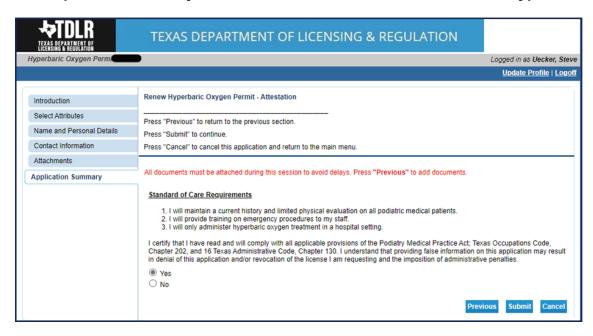


Step 24: Confirm your information on the Summary screen.





Step 25: Attest that you will adhere to the Standard of Care for Hyperbaric Oxygen use.



Step 26: The amount owed will be displayed.

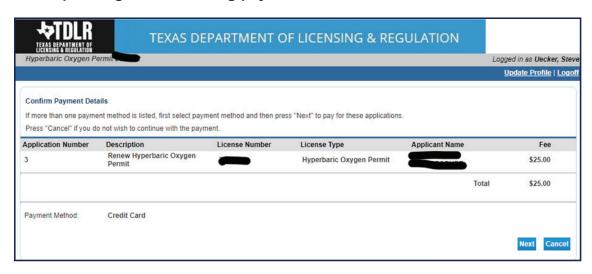


Step 27: Select your payment method.

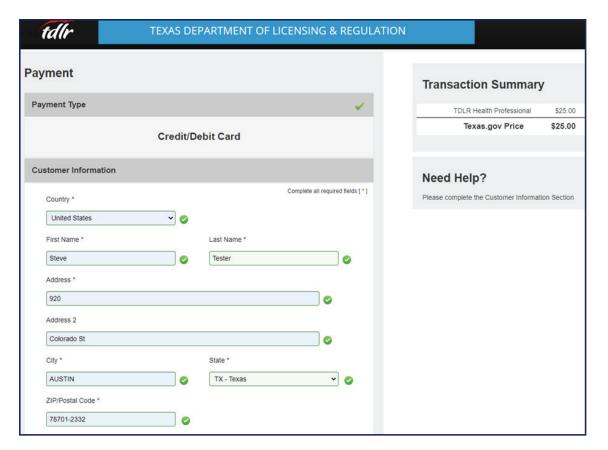




Step 28: Again, confirming payment details.

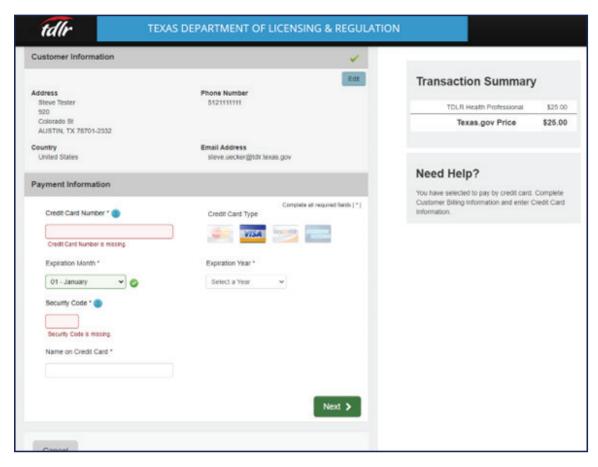


Step 29: Enter your credit card information.

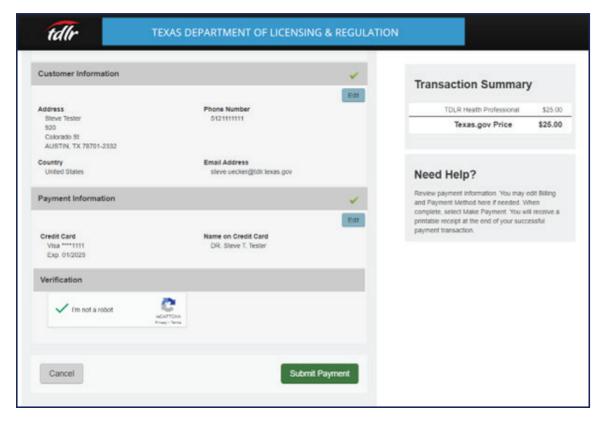




Step 30: Enter the credit card account information.



Step 31: Confirm and select "Submit."





Step 32: You will receive immediate confirmation of a successful transaction. You can also view a PDF summary. A confirmation email will be sent to your user account address.



Step 33: PDF Summary Report.





Step 34: The confirmatory email to user account address immediately as well.

Texas.gov TDLR Health Receipt



Retention Policy TDLR - 1 Year Delete (1 year)

Expires 9/27/2023

Payment Receipt Confirmation

i) If there are problems with how this message is displayed, click here to view it in a web browser.

Your payment was successfully processed. You may print this receipt page for your records by selecting Print. To complete the transaction, you MUST click Continue to return to the TDLR web site.

Transaction Summary

Description	Amount
TDLR Health Professional	\$25.00
Texas.gov Price	\$25.00

Customer Information

 Customer Name
 Steve Tester

 Local Reference ID
 452RG880290PPD

 Receipt Date
 9/27/2022

 Receipt Time
 02:22:44 PM CDT

Payment Information

Billing Information

Billing Address 920
Colorado St
Billing City, State AUSTIN, TX
ZIP/Postal Code 78701-2332
Country US
Phone Number 5121111111
This receipt has been emailed to the address below.

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