

Written Agreement Termination Initiated by
Supervising Physician



Bureau of Professional and Occupational Affairs

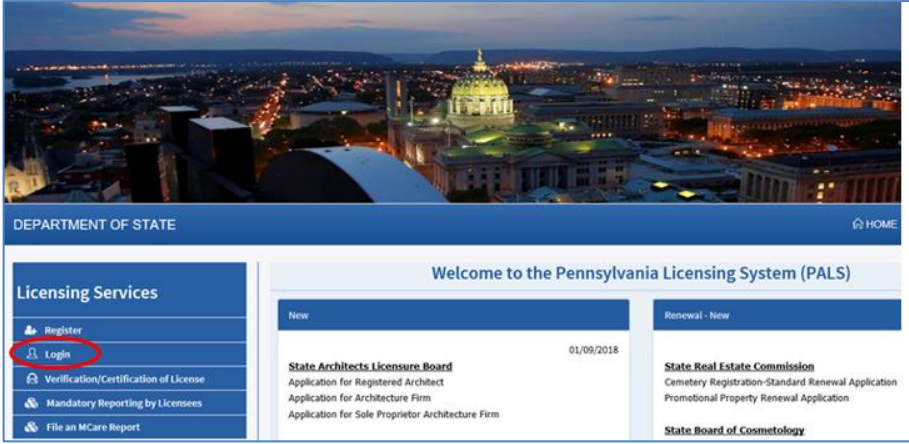
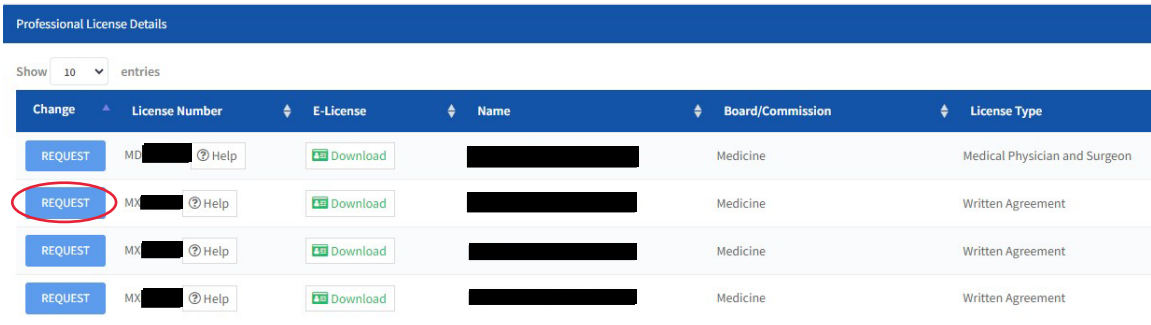

**State Boards of Medicine and Osteopathic
Medicine**

**Job Aid for Written Agreement Termination
Initiated By Supervising Physician**


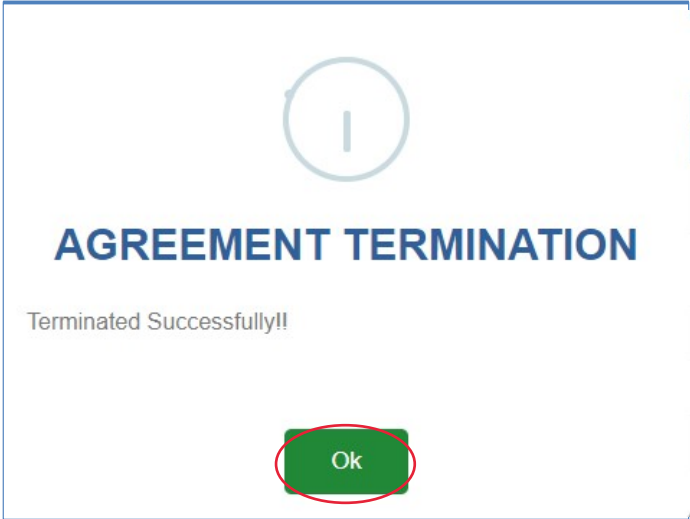
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These steps can be followed for Written Agreement applications initiated by Supervising Physician

Step No	Action
1.	<p>Go to https://www.pals.pa.gov</p> <p>Select Login</p> 
2.	<p>The Supervising Physician will need to log into PALS by entering their User ID and Password and clicking LOGIN.</p> <ol style="list-style-type: none"> The Dashboard screen will be displayed. In the Professional License Details section, locate the desired "Written Agreement" number you wish to terminate. Click on the [Request] button.  <ol style="list-style-type: none"> On the Change Options (License) pop-up, select Termination Written Agreement. 

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3.	<p>The Written Agreement termination confirmation will be populated, prompting the Physician and Surgeon to click "Ok".</p> 
4.	<p>After clicking on "Ok", the Supervising Physician will be prompted with the successful termination of the agreement.</p> 
5.	<p>An email will then be sent, confirming the relationship has been terminated to both the supervising physician and physician assistant.</p>