

NEVADA OSTEOPATHIC
BOARD -
Instruction Guide for
Residency Coordinators





Getting Started Access & Logging In

This quick start guide shows how to quickly gain access and start using the Board's new licensing system (Thentia Cloud).

To access the Thentia Cloud Platform, a user needs internet access, a web browser and login credentials. *Please use Chrome, Edge, or Firefox as your browser. DO NOT use Internet Explorer.

Users can access Thentia Cloud from their desktop/laptop or tablet device.

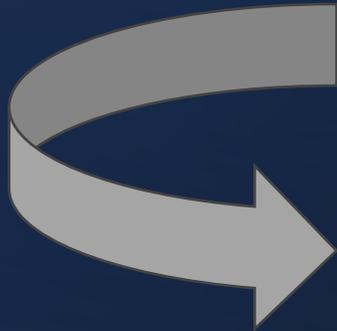
Step 1: Select *Residency Coordinator Portal* On the Apply for Licensure Tab

New DO and PA Applications Accepted Online

To obtain an application for licensure to practice medicine as an osteopathic physician or physician assistant in the state of Nevada, you may utilize the Board's online application process, by clicking the link below, or by calling the Board office at (702) 732-2147.

You should make no commitments for employment in Nevada until you have completed the licensure process and received your Nevada medical license number.

[Application Portal](#)



The screenshot shows the login page for the Residency Coordinator Portal. On the left is the Nevada State Board of Osteopathic Medicine logo, which includes the Great Seal of the State of Nevada and the text "Nevada State Board of Osteopathic Medicine". On the right, the page is titled "Residency Coordinator Portal" and features two input fields: "E-mail" and "Password". Below the fields are two buttons: "Sign In" (in blue) and "Forgot Password". At the bottom, there is a link that says "New to this site? [Activate now](#)".

Step 2: Click **Forgot Password**

- *Your account should already be set up with your e-mail. Please contact the Board to ensure we have the correct e-mail.*



Nevada State
Board of Osteopathic Medicine

Forgot your password?

Enter your e-mail address on file below and we will send you a temporary password.

✉ happydog1234@mailinator.com

Reset Password

Cancel

Step 3: Check your Email



Nevada State
Board of Osteopathic Medicine

Check your e-mail!

We've sent you an e-mail to activate your account. Have a look and follow the instructions to access to your account.

Didn't receive the e-mail?

Please check your junk/spam inbox and add noreply@thentia.com and osteobom.nv.gov to your safe senders e-mail list.

[Return to login](#)

- A system generated password has been sent to your email address.
- Click Return to login

Step 4: Get Temporary Password

Copy temporary password from your email

To nvdotest1 Delete
From noreply@thentiacloud.com
Sending IP 168.245.113.94
Received 2023-09-20 11:42:21

HTML JSON RAW LINKS SMTP_LOG ATTACHMENTS

Thentia Cloud - Account Created

You have created an account on a Thentia Cloud Portal using this e-mail address and the system has generated a temporary password for you. When prompted online, enter the following password to complete your login:

zddtrukmeor

It is important that you change your password now to maintain the security of your account. You can accomplish this by logging in to the system. You will be prompted to create a new password upon login.

Thentia Cloud
<https://support.thentia.com/>

Step 5: Enter Email & Temporary Password

- Return to the Residency Coordinator Portal.
- Enter your email and temporary password.
- Click Sign In



Nevada State
Board of Osteopathic Medicine

Residency Coordinator Portal

Sign In

Forgot Password

New to this site? [Activate now](#)

Step 6: Account Authentication



- **Select three security questions.**
- **Create three answers.**
- **Click Submit**

Two-Stage Authentication: Security Questions

To help protect the privacy of your account, please select three questions below and provide their corresponding answers.

Security question 1 *

Select...

Answer *

Security question 2 *

Select...

Answer *

Security question 3 *

Select...

Answer *

Submit

Step 7: Create New Password

- Enter new password
- Confirm password
- Click Submit

Password Reset

To help protect the privacy of your account, please provide a new password and confirm it below. Your new password must be at least 8 characters, contain a minimum of one upper case letter, one number, and one special character. Your new password must not contain your first name, last name, address, city, province, country, postal code, birth date, or commonly used words like "password".

Password strength:

Weak

New password *

Confirm password *

Submit

Step 8: Send Sponsored Application Invitations

XYX Hospital - Internal Medicine

123 Address Ave, City, Ne...



Business Inbox

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Select Organization

Below you will find a list of organizations you are associated with. Select one to get started. You can continue in the left-hand navigation if you are only associated with one organization.

Search Organization

Create New Business

Organization Name	Organization Type	Address
XYX Hospital - Internal Medicine	N/A	123 Address Ave, City, Nevada, 34343

Click Create New Sponsorship Invitation

XYX Hospital - Internal Medicine
123 Address Ave, City, Ne...



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Sponsored Application Invitations

Note:

Sponsor a resident physician for residency training purposes at this facility. The invitation and access code will be sent to the applicant where they can claim sponsorship and complete their special license application.

[Create New Sponsorship Invitation](#)

A sponsorship invitation will need to be sent to each one of your residents. A resident will not be able to start the application until they have been “sponsored”.

Application Type *

Special License

Invitation Code

Note: The invitation code will be generated when the employment request is sent

Sponsor Information

First Name *

Betty

Last Name *

Boop

Birth date *

01/25/1990

Telephone *

1 (234) 567-8912

Primary E-mail *

bettyboop123@mailinator.com

Payment

Will the program pay for the sponsored application? *

Yes No

[Send Sponsorship Invitation >](#)

Invitation Code has been sent!



Submitted

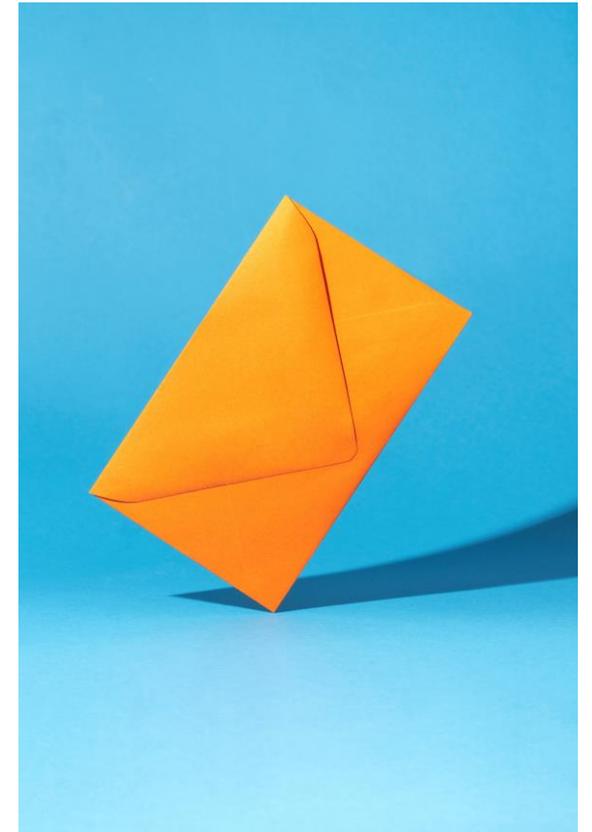
Thank you for completing your sponsorship invitation. If you have questions about your request, please e-mail us at osteo@bom.nv.gov.

The sponsorship invitation code is:

8963d6 

The invitation code will be e-mailed to the sponsored applicant at bettyboop123@mailinator.com, but you may send it to them through other means if needed.

If you have questions about your invitation, please e-mail us at osteo@bom.nv.gov.



Sponsorships Invites – Check the Status

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the applicant where they can claim sponsorship and complete their special license application.

Create New Sponsorship Invitation

Search by name

First Name	Last Name	Status	Application Type	Invitation Date	Token Redeemed on Date		
Betty	Boop	Sent	Special License	03/04/2024	N/A	<input type="button" value="View"/>	<input type="button" value="Withdraw"/>
nikki	montano	Withdrawn	Special License	03/04/2024	03/04/2024	<input type="button" value="View"/>	
John	Smith	Redeemed	Special License	02/29/2024	02/29/2024	<input type="button" value="View"/>	<input type="button" value="Withdraw"/>
Mike	Clory	Redeemed	Special License	02/27/2024	02/27/2024	<input type="button" value="View"/>	<input type="button" value="Withdraw"/>

4 result(s)

View Applications Submitted

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Name	Application Type	Status	Submitted Date	Decision Date	
Mike Clory	Special License	Approved	02/27/2024	02/27/2024	→ Review
Jogn Smith	Special License	Approved	02/29/2024	02/29/2024	→ Review
nikki montano	Special License	Cancelled	N/A	N/A	→ Review
betty boop	Special License	Awaiting Sponsor Approval	03/04/2024	N/A	→ Review → Application Approval

Have you paid yet?



Payments must be submitted before approving and submitting the application to the Board!

Application Payment



XYX Hospital - Internal Medicine >
123 Address Ave, City, Ne...

Business Inbox

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Invoices & Receipts

To review invoices, click **Review**. To pay any outstanding invoices, click **Review & Pay**.

Invoice Number	Issued To	Issued Date	Due Date	Amount Paid	Balance Owing	
66	XYX Hospital - Internal Medicine	03/04/2024	N/A	\$0.00	\$200.00	Review & Pay
63	XYX Hospital - Internal Medicine	02/29/2024	N/A	\$150.00	\$0.00	Review
61	XYX Hospital - Internal Medicine	02/27/2024	N/A	\$200.00	\$0.00	Review



Returning Residents – Renewals!



Program Information

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Sponsored Renewals

Note:

Sponsored renewals appear in this table. To review the renewal, click 'Review'. After review is complete, you can decide to send renewal to the regulator or back to licensee after clicking 'Approve Renewal'.

Search By Keyword

Search

Waiting for Review

Name	License Type	License Number	Current Status	Destination Status	Renewal Status	Submitted Date
No Applications Found!						
						0 result(s)

Sponsored Renewals

- Guide for returning residents to set up their accounts to complete renewal!
- [Licensee New Portal Guide](#)

Login to the application portal to check the status of your resident applications!

Contact the Board office for assistance.

Nevada State Board of Osteopathic Medicine

2275 Corporate Circle, Suite 210

Henderson, NV 89074

(702) 732-2147

osteo@bom.nv.gov

