

## Occupational Therapy Continuing Competence—Limitations on Online Courses and Activities

State	Statute/Regulation/Comments <sup>1</sup>
Alabama	<p><b>Board website guidance:</b> Continuing Education</p> <ul style="list-style-type: none"> <li>• There is no limit to the amount of hours you may obtain with self-study (home study, online or webinars).</li> </ul>
Alaska	No CE requirements related to in-person vs. online CE activities
Arizona	<p><b>Regulation: Arizona Administrative Code R4-43-203, Continuing Education for Renewal of License</b></p> <p>D. A licensee may fulfill the licensee’s continuing education requirement by completing any of the following:</p> <p style="padding-left: 20px;">3. Viewing a taped video presentation and submitting a photocopy of a signed certificate or letter issued by the sponsoring organization or instructor displaying the clockhours, dates of attendance, name of the study or course work, licensee’s name, and information necessary to contact the sponsoring organization or instructor for verification of attendance;</p>
Arkansas	<p><b>Regulation: Board document:</b></p> <p>The below categories are acceptable CE categories according to the Board:</p> <ul style="list-style-type: none"> <li>• Assessing professional skills using NBCOT online Self-Assessment tool or similar professional skills assessment tool; limited to one (1) CEU credit</li> <li>• Independent learning with assessment (online courses, CE articles, self-study) – No limit specified</li> <li>• Participating in a professional occupational therapy study group/online study group designed to advance their knowledge through active participation; limited to two (2) CEU credits</li> </ul> <p><a href="http://www.armedicalboard.org/Professionals/pdf/OT_CEU_Guidelines.pdf">http://www.armedicalboard.org/Professionals/pdf/OT_CEU_Guidelines.pdf</a></p>
California	No CE requirements related to in-person vs. online CE activities
Colorado	No CE requirements related to in-person vs. online CE activities
Connecticut	<p><b>Regulation: Title 20, Section 20-74i, Continued Competency Requirements for Biennial License Renewal by Occupational Therapists and Occupational Therapy Assistants</b></p> <p><b>Sec. 20-74i-1. Definitions</b></p> <p>(i) "Face-to-face instruction" means in-person, live instruction which a participant physically attends, either individually or as a part of a group of participants.</p> <p><b>Sec. 20-74i-3. Award of continued competency contact hours</b></p> <p>(a) Continued competency contact hours shall be awarded as follows:</p> <p style="padding-left: 20px;">(1) Academic courses, institutes, seminars, programs, structured didactic inservice training and scientific meetings directly related to the practice of occupational therapy: one contact hour for each hour of attendance.</p> <p style="padding-left: 20px;">(2) A maximum of 6 continued competency contact hours per registration period, shall be awarded for courses taught as an appointed faculty member at a school of occupational therapy accredited by the Accreditation Council for Occupational Therapy Education or its successor organization, provided that teaching is not the licensee's primary role.</p> <p style="padding-left: 20px;">(3) Full-time post-graduate attendance throughout the registration period in an advanced educational program accredited by the Accreditation Council for Occupational Therapy Education or its successor organization: ten contact hours per semester credit hour.</p> <p style="padding-left: 20px;">(4) Successful completion of the Certification Examination for Occupational Therapist, or the Certification Examination for Certified Occupational Therapy Assistant, if taken five years or more after graduation: twelve contact hours.</p>

<sup>1</sup> **DISCLAIMER:** This chart includes excerpts from state occupational therapy laws and regulations/rules and is not intended to be a complete listing of requirements. This chart is provided for informational and educational purposes only and is not a substitute for legal advice. Contact your state licensing board, committee, or agency with any questions regarding this information or to verify the accuracy of this information.

State	Statute/Regulation/Comments <sup>1</sup>
	<p>(5) First presentation by licensee of a paper, essay or formal lecture in occupational therapy at a training program, an educational meeting or providing professional in-service training or instruction for occupational therapists, occupational therapy assistants and related professionals: one contact hour for each hour of presentation.</p> <p>(6) First presentation only of a scientific or educational exhibit at a professional meeting: one contact hour for each hour of presentation to a maximum of twelve contact hours per registration period for occupational therapists and nine contact hours per registration period for occupational therapy assistants.</p> <p>(7) First publication for authorship of original work in occupational therapy, published in the scientific or professional press: 5 contact hours per article in a non peer-reviewed publication; 10 contact hours per article in a peer-reviewed professional publication or chapter in an occupational therapy or related professional textbook.</p> <p>(8) Clinical activities in a research project shall be awarded for appointment as a research assistant to a research project in occupational therapy which is funded by State, Federal or institutional grant: ten contact hours per project.</p> <p>(9) Appointment as a teaching assistant at a school of occupational therapy accredited by the Accreditation Council for Occupational Therapy Education or its successor organization: eight contact hours per registration period.</p> <p>(10) Supervision as the primary direct clinical supervisor of a 12-week field work placement for an occupational therapy student or an 8-week field work placement for an occupational therapy assistant student enrolled in a program accredited by the Accreditation Council for Occupational Therapy Education or its successor organization: One contact hour for each week of supervision per student supervised to a maximum of twelve contact hours per registration period for occupational therapists and nine contact hours per registration period for occupational therapy assistants.</p> <p>(11) Professional manuscript review or editing for journals or textbooks: One contact hour for five hours of review to a maximum of twelve contact hours per registration period for occupational therapists and nine contact hours per registration period for occupational therapy assistants.</p> <p>(12) Auditing formal academic coursework: two contact hours per fifteen clock hours to a maximum of twelve contact hours per registration period for occupational therapists or nine contact hours per registration period for occupational therapy assistants.</p> <p><b>Sec. 20-74i-4. Criteria for qualifying continued competency activities</b> Continued competency activities identified in subsection (a) (1) of section 20-74i-3 shall qualify to satisfy the requirements of these regulations, provided:</p> <p>(a) the activity involves face-to-face instruction or a home study program;</p> <p>(b) the provider implements a mechanism to monitor and document physical attendance at face-to-face instruction or to verify that a licensee completed a home study program as defined in section 20-74i-1(j);</p>
Delaware	<p><b>Regulation: Delaware Administrative Code Rule 3.0 Continuing Education</b> 3.6 Acceptable forms of continuing education include the following: 3.6.3 Independent learning with assessment element (Online courses, workshops, seminars, lectures, conference, or self-study series). 1 hour = 1 CEU. Documentation shall include a certificate of attendance from the provider verifying dates, event title, attendee name, agenda and successful completion of assessment component at the end of the program. (e.g., scored test, project, paper).</p>
District of Columbia	<p><b>Regulation: DC Municipal Regulations</b> 6307.5 The Board may grant continuing education credits for the following activities: (a) Serving as an author of self-study article or series; (b) Serving as an instructor or speaker at a conference program or an academic course; (c) Serving as an instructor at a peer-reviewed or non-peer-reviewed seminar, workshop, or in-service training, whether in-person or web-based;</p>
Florida	<p><b>Regulation: Florida Administrative Code 64B11-5.001 Requirements for License Renewal of an Active License; Continuing Education</b></p>

State	Statute/Regulation/Comments <sup>1</sup>
	<p>Continuing education includes attendance and participation as required at approved live or interactive presentations such as workshop, seminar, conference, webinar, or in-service educational programs. It may also include participation in other approved professional activities, such as pro bono and expert witness services, or those that require a formal assessment of learning, such as formalized self-study courses and other non-interactive learning programs. An active license shall be renewed upon demonstration that the licensee has paid the renewal fee set forth in Rule 64B11-2.009, F.A.C., and has complied with the following requirements:</p> <p>(3) At least fourteen (14) of the required hours per biennium must be in person or from interactive, real-time courses. An interactive, real-time course may be a web-based, satellite transmitted, telephone or video conference, or online instruction program that allows or requires the licensee to interact in real time, including live chat, with the instructor during the presentation of the program.</p> <p>(4) Home Study – A licensee may receive continuing education credit for no more than twelve (12) hours of home study education per biennium. Home study education is a self-paced, non-interactive independent study that requires a certificate of completion. Taking a computerized exam at the end of the study, or being able to email the instructor with a question, does not qualify home study as a live or interactive course. Consistent with Section 456.013(8), F.S., continuing education credit for video presentations is limited to five (5) credits per subject. At the time of course presentation, rental, or sale, the course vendor, in lieu of the certificate of completion, shall provide the licensee with a signed course validation form. The licensee shall sign this form on the date that the course is actually taken or viewed indicating full attendance and successful completion. It shall be retained by the licensee for four (4) years.</p> <p><b>Board Frequently Asked Questions: CE</b></p> <p>Are online courses considered live or Home study hours, and how many Home Study hours may I take? Home study education does not include a web-based, satellite transmitted or on-line instruction program that allows or requires the licensee to interact or communicate back and forth with the instructor during the presentation of the program. Home study education is independent study and requires a certificate of completion. No more than 12 hours of home study courses are allowed.</p> <p>May I complete all my CEs online? Yes, if all your CE’s are interactive online courses. To find Board approved providers offering such courses, you may search in CE Broker at: <a href="http://www.CEBroker.com">www.CEBroker.com</a>. Select the “Live Courses” Tab, and one of the following categories: “Broadcasted Interactive Event” or “Web Based Program”. Interactive courses must be in “real time” and allow the opportunity for interaction with presenter/host.</p> <p>Must all online courses be counted as home study hours? No. If a course is an interactive course, it is not limited to being counted as home study hours. Home study education does not include a web-based, satellite transmitted or online instruction program that allows or requires the licensee to interact or communicate back and forth with the instructor during the presentation of the program. You may search in CE Broker for “Web-based Program (opportunity for interaction with presenter/host).”</p>
Georgia	<p><b>Regulation: Rules and Regulations of the State of Georgia Rule 671-3-.08. Renewal of License/Penalties/Continuing Education Requirements. Amended</b></p> <p>(3)(a) At least twelve (12) hours of the required twenty-four (24) continuing education hours must be on a topic related to direct patient care. This includes occupational therapy assessment, treatment planning, occupational therapy implementation and diagnostic related information. This must include attendance at live presentations such as workshops, seminars, conferences, or formal academic coursework, or real-time, interactive webinars. To qualify as a real-time, interactive webinar, the licensee must have the ability to ask questions, receive an answer, and interact with other attendees at the time the session is taking place. It may not be a pre-recorded session.</p>
Guam	No continuing education requirements
Hawaii	No continuing education requirements
Idaho	<b>Regulation: Idaho Administrative Code 24.06.01 Section 025. Continuing Education</b>

State	Statute/Regulation/Comments <sup>1</sup>
	<p>03. Courses and Activities. At least one (1) CEU must directly relate to the delivery of occupational therapy services. The remaining CEU must be germane to the practice of occupational therapy and relate to other areas of a licensee's practice. A licensee may take online or home study courses, as long as a course completion certificate is provided.</p> <p>05. Documentation.</p> <p>g. Interactive online courses. The required documentation for this activity is a certificate or documentation of completion.</p>
Illinois	<p><b>Regulation: Illinois Administrative Code Section 1315.145 Continuing Education</b></p> <p>b) Approved Continuing Education</p> <p>2) Regardless of delivery method, all CE hours must be earned by verified attendance or participation in a program that is offered by an approved CE sponsor who meets the requirements set forth in subsection (d), or by other CE activities set forth in subsection (c). This includes distance learning CE courses. Distance learning courses include, but are not limited to, web-based courses, webinars, moderated teleconferences or audio cassettes, CDs or videos of professional presentations offered by approved sponsors.</p> <p>c) CE may also be earned from the following activities:</p> <p>2) Professional Study Group</p> <p>A) A licensee may earn up to 12 contact hours per renewal period participating in a professional study group or online study group designed to advance knowledge through active participation.</p> <p>B) Documentation shall include goals and objectives, summary of the discussion, and dates, times and results of the study group.</p>
Indiana	<p><b>Regulation: Indiana Administrative Code 844 IAC 10-7-3 License period; number of hours required</b></p> <p>(a) During each two (2) year license period, an occupational therapist or occupational therapy assistant must complete at least eighteen (18) hours of continuing competency of which at least nine (9) hours must be in category I courses.</p> <p>(b) An occupational therapist or occupational therapy assistant may not earn more than nine (9) category II credit hours towards the requirements under this section.</p> <p>(c) All eighteen (18) hours of the continuing competency requirements may be obtained through distance learning methods.</p> <p><b>844 IAC 10-7-4 "Category I continuing competency courses" and "category II continuing competency activities" defined</b></p> <p>(a) As used in this rule, "category I continuing competency courses" includes the following and must be at least one (1) contact hour in length:</p> <p>(1) Formally organized courses.</p> <p>(2) Workshops.</p> <p>(3) Seminars.</p> <p>(4) Symposia.</p> <p>(5) Home study programs, including approved online or web-based, audio, and video instructional programs.</p> <p>(6) Undergraduate or graduate courses from an accredited institution related to the management, practice, and education of occupational therapy.</p> <p>(b) As used in this rule, "category II continuing competency activities" includes the following:</p> <p>(1) Publications of books, articles, or films related to practice, management, or education of occupational therapy. A maximum of five (5) contact hours will be awarded under this subdivision.</p> <p>(2) Preparation for teaching a course in occupational therapy in an accredited program. A maximum of six (6) contact hours will be awarded under this subdivision.</p> <p>(3) Supervision of fieldwork for Level I and Level II students. One (1) contact hour will be awarded for every thirty-two (32) hours of supervision with a maximum of six (6) contact hours.</p> <p>(4) In-house or in-service seminars specifically designed for training or teaching.</p> <p>(5) Actively participating with professional organizations as an officer or committee chairperson.</p>

State	Statute/Regulation/Comments <sup>1</sup>
	<p>(6) Supervising occupational therapy students when doing their observational hours as a pre-OT student applicant.</p> <p>(7) Research activities other than publications and presentations.</p>
Iowa	<p><b>Regulation: 645–207.3(2) Specific criteria.</b></p> <p>a. Licensees may obtain continuing education hours of credit by:</p> <p>(2) Accessing online training, such as viewing interactive conferences, attending webinars, or completing online training courses.</p>
Kansas	<p><b>Regulation: Kansas Administrative Regulations 100-54-7</b></p> <p>(d) A contact hour shall consist of 60 minutes of instruction, unless otherwise specified in this regulation.</p> <p>(f) Each licensee shall acquire continuing education from the classes of education experiences defined in subsection (g). The licensee shall acquire at least 30 contact hours from one or more of the following: class I, class IV, class V, and class VI.</p> <p>(g) Continuing education experiences shall be classified as follows:</p> <p>(3) Class III: professional reading. "Professional reading" means reading professional literature, whether printed or provided by audiotapes, videotapes, or electronic media. A maximum of two contact hours may be acquired from class III.</p>
Kentucky	<p><b>Regulation: Kentucky Administrative Regulations 201 KAR 28:200, Continuing competence.</b></p> <p>Section 3. Qualified Activities for Maintaining Continuing Competence. The following activities qualify for the continuing competence requirements of this administrative regulation:</p> <p>(1) Continuing education courses.</p> <p>(a) A licensee may earn one (1) CCU for each contact hour in continuing education courses including workshops, seminars, conferences, electronic courses, or self-study courses.</p> <p>(b) Documentation for this activity shall include a certificate of completion or similar documentation including:</p> <ol style="list-style-type: none"> <li>1. Name of course, date, and the author or instructor;</li> <li>2. Name of sponsoring organization and the location of the course; and</li> <li>3. The number of contact hours attended.</li> </ol>
Louisiana	<p><b>Regulation: Louisiana Administrative Code</b></p> <p>E. None of the following programs, seminars, or activities shall be deemed to qualify as acceptable continuing professional education programs under these rules:</p> <ol style="list-style-type: none"> <li>1. any program, seminar or activity not meeting the standards prescribed by §1967.A.-D;</li> <li>2. any program, presentation, seminar, or course of instruction not providing the participant an opportunity to ask questions or seek clarification of specific matters presented;</li> <li>3. mentoring, training, or supervisory activities;</li> <li>4. holding office in professional or governmental organizations, agencies, or committees;</li> <li>5. participation in case conferences or informal presentations;</li> <li>6. writing articles for publications that are not peer-reviewed, writing grant applications, or developing or participating in research projects; or</li> <li>7. reading books or journals, viewing videos, or similar activities.</li> </ol>
Maine	No CE requirements
Maryland	<p><b>Regulation: Code of Maryland Regulations 10.46.04</b></p> <p>.02 Definitions.</p> <p>(9) Occupational Therapy Role-Related Activities.</p> <p>(a) "Occupational therapy role-related activities" means activities which are relevant to and that augment a licensee's professional, job-related duties and responsibilities.</p> <p>(b) "Occupational therapy role-related activities" may include inservices, course work, or workshops relative to:</p> <ol style="list-style-type: none"> <li>(i) Health care administration, management, or leadership;</li> </ol>

State	Statute/Regulation/Comments <sup>1</sup>
	<ul style="list-style-type: none"> <li>(ii) Other disciplines' clinical practices that relate to occupational therapy principles and procedures;</li> <li>(iii) Billing and regulatory issues;</li> <li>(iv) Health care computer programs that provide information to benefit clients or client education; or</li> <li>(v) Cultural competency.</li> </ul> <p>(c) "Occupational therapy role-related activities" do not include:</p> <ul style="list-style-type: none"> <li>(i) Preparation for national or regional standardized tests, such as the Graduate Record Examination;</li> <li>(ii) Cardiopulmonary resuscitation (CPR);</li> <li>(iii) Job or facility orientation activities;</li> <li>(iv) Certificate or degree programs in unrelated fields; or</li> <li>(v) Foreign language classes for personal use.</li> </ul> <p>.06 Continuing Competency Activities.</p> <p>B. A minimum of 16 hours is required to be earned through continuing competencies related to occupational therapy principles and procedures.</p> <p>C. A maximum of 8 hours may be earned through occupational therapy role-related activities.</p> <p>D. Continuing competency activities that are approved by the Board include activities described in §E of this regulation in which the licensee may participate, present, or complete independently.</p> <p>E. Continuing Competency Activities — Specific Requirements.</p> <p>(7) Internet Learning.</p> <ul style="list-style-type: none"> <li>(a) A licensee may participate in on-line courses and receive 1 contact hour per 1 hour of education.</li> <li>(b) Every 2 years, a licensee may apply a maximum of: <ul style="list-style-type: none"> <li>(i) 16 hours toward the continuing competency requirement related to occupational therapy principles and procedures; and</li> <li>(ii) 8 hours toward the continuing competency option for role-related activities.</li> </ul> </li> <li>(c) Documentation. The licensee shall provide: <ul style="list-style-type: none"> <li>(i) A continuing competency requirement compliance report;</li> <li>(ii) An abstract of the content; and</li> <li>(iii) Verification of course completion from the course provider.</li> </ul> </li> </ul> <p>(20) Professional Study Group.</p> <ul style="list-style-type: none"> <li>(a) A licensee may participate through professional study groups or online study groups designed to advance knowledge through active participation and receive 1 contact hour per 3 hours of study.</li> <li>(b) Every 2 years, a licensee may apply a maximum of: <ul style="list-style-type: none"> <li>(i) 12 contact hours toward the continuing competency requirement related to occupational therapy principles and procedures; and</li> <li>(ii) 8 hours toward the continuing competency option for role-related activities.</li> </ul> </li> <li>(c) Documentation. The licensee shall provide: <ul style="list-style-type: none"> <li>(i) A continuing competency requirement compliance report;</li> <li>(ii) Group attendance records;</li> <li>(iii) Study group goals; and</li> <li>(iv) Analysis of goal attainment and learning.</li> </ul> </li> </ul>
Massachusetts	CE rules have been proposed
Michigan	<p><b>Regulation: Michigan Administrative Code R 338.1252 Acceptable continuing education; occupational therapist; occupational therapy assistant; requirements</b></p> <p>Rule 52. (1) The 20 hours of continuing education required pursuant to R 338.1251 for the renewal of a license shall comply with the following:</p>



State	Statute/Regulation/Comments <sup>1</sup>
	(a) Not more than 10 credit hours may be earned during one 24-hour period for on-line or electronic media, such as videos, internet web-based seminars, video conferences, online continuing education programs, and on-line journal articles
Minnesota	No CE requirements specific to in-person vs. online activity
Mississippi	<p><b>Regulation: Mississippi Administrative Code Subchapter 7, Continuing Education (CE)</b>            Rule 8.7.2 Requirements:</p> <p>1. Regulations set the requirement of 20 contact hours (CH) or 2 Continuing Education Units (CEU) to be accrued during the licensure period. No carryover of continuing education hours from one licensure period to another shall be allowed. At least 30 percent (6 Contact Hours or .6 CEU) of the required continuing education must be directly related to the clinical practice of occupational therapy. The six (6) contact hours related to clinical practice shall be live face-to-face training i.e., no internet training, video training, television training, etc. Of the remaining required 14 hours of training, 50 percent or 7 hours may be non live face-to-face training. Non live training may include home study courses, video, internet, etc. All training shall be from approved sources.</p>
Missouri	<p><b>Regulation: Missouri Code of State Regulations 20 CSR 2205-5.010(5) Continuing Competency Requirements</b>            Attending workshops, seminars, lectures, on-line courses, and professional conferences related to occupational therapy services.            Minimum credit: 1 Hour equals 1 CCC            Maximum credit: 24 CCC            Documentation required: CEU, contact hours, certificates of attendance, letter from sponsor.</p>
Montana	<p><b>Regulation: Administrative Rules of Montana §24.165.2101, CONTINUING EDUCATION</b></p> <p>(7) Continuing education may be earned:</p> <p>(e) by attending and participating in a live presentation (workshop, seminar, conference, in-service education program) or other CE activity requiring a formal assessment of learning (electronic or web-based courses, formalized self-study courses), according to the following limitations:</p> <p>(i) one contact hour shall be awarded for every hour awarded by the provider;</p> <p>(ii) there is no limit to the number of contact hours that can be earned under this category; and</p> <p>(iii) documentation must include a certificate of completion or similar document including course name, date, author/instructor, sponsoring organization, location, and number of hours attended.</p> <p>(8) All Internet courses must meet the same criteria as in-person CE courses.</p>
Nebraska	<p><b>Regulation: Nebraska Rules and Regulations 114.009.01C</b>            The Board does not pre-approve continuing education programs but will accept as continuing education for renewal of a license or reinstatement of a license the following continuing education activities:</p> <p>4. Formal self-study where the content of the self-study activity relates to occupational therapy whether the subject is research, treatment, documentation, education, or management (for example, videotapes, internet courses, correspondence courses and/or AOTA self-studies.) The self-study program must have a testing mechanism. A licensee's documentation must include a certificate of completion, and a program outline and/or objectives;</p>
Nevada	<p><b>Regulation: NAC 640A.090 Continuing education: Subject matter; qualifying activities.</b></p> <p>2. Activities that qualify as continuing education include, without limitation:</p> <p>(a) Attendance and participation at a live presentation:</p> <p>(1) Which includes, without limitation, a workshop, seminar, conference or in-service educational program; and</p> <p>(2) Which is afterwards followed by the submission of a certificate of completion or other similar document and a completed form to be provided by the Board, which will include, without limitation, a narrative statement that describes how the activity broadens</p>

State	Statute/Regulation/Comments <sup>1</sup>
	<p>the person's knowledge of occupational therapy or relates to current or anticipated roles and responsibilities of the person in the practice of occupational therapy;</p> <p>(b) Participation in a course of self-study that requires a formal assessment of learning:</p> <p>(1) Which includes, without limitation, self-study through an electronic or Internet-based course, a self-paced clinical course or any other formalized self-administered course; and</p> <p>(2) Which is afterwards followed by the submission of a certificate of completion or other similar document and a completed form to be provided by the Board, which will include, without limitation, a narrative statement that describes how the activity broadens the person's knowledge of occupational therapy or relates to current or anticipated roles and responsibilities of the person in the practice of occupational therapy;</p> <p>(c) Enrollment in an academic course:</p> <p>(1) Which includes, without limitation, an on-site or distance learning course; and</p> <p>(2) Which is afterwards followed by the submission of a copy of a transcript indicating successful completion of the course and a completed form to be provided by the Board, which will include, without limitation, a narrative statement that describes how the activity broadens the person's knowledge of occupational therapy or relates to current or anticipated roles and responsibilities of the person in the practice of occupational therapy;</p> <p>(f) Teaching an educational or academic course that is outside the normal scope of the professional employment of the licensee and:</p> <p>(1) Which includes, without limitation, an in-person academic course, workshop, seminar, in-service course or electronic or Internet-based course; and</p> <p>(2) Which is afterwards followed by the submission of a copy of the official program, schedule or syllabus of the course and a completed form to be provided by the Board, which includes, without limitation, the title, dates, hours and objectives of the course, a description of the students enrolled in the course and the signature of an appropriate official of the sponsor of the course;</p>
New Hampshire	<p><b>Regulation: New Hampshire Administrative Rules Part Occ 406, Maintenance of Continuing Competence</b></p> <p>Occ. 406.01 Definitions</p> <p>(e) "Distance-learning" means electronic participation in continuing competence activities described in Occ 406.02(d) so long as the participation can be proven with the appropriate document described in Occ 407.</p> <p>Occ. 406.02</p> <p>(d) Continuing competence shall be accumulated through on-site, distance-learning or other participation in the following activities related to occupational therapy:</p> <p>(1) Maintenance of current NBCOT certification, as further described in Occ 406.03</p> <p>(2) Receipt of academic and non-academic instruction in occupational therapy, as further described in Occ 406.04;</p> <p>(3) Facility-based occupational therapy in-service training as further described in Occ 406.05;</p> <p>(4) Informal independent study as further described in Occ 406.06;</p> <p>(5) Formal mentored independent study as further described in Occ 406.07;</p> <p>(6) Direct supervision of fieldwork, as further described in Occ 406.08;</p> <p>(7) Employer-required peer review activities, as further described in Occ 406.09;</p> <p>(8) Publication of writing related to occupational therapy as further described in Occ 406.10;</p> <p>(9) Public professional presentations relating to occupational therapy as further described in Occ 406.11;</p> <p>(10) Participation in an occupational therapy research project as further described in Occ 406.12;</p> <p>(11) Specialty certifications, as further described in Occ 406.13;</p>



State	Statute/Regulation/Comments <sup>1</sup>
	<p>(12) Product development as further described in Occ 406.14;  (13) Participation in the work of professional boards, committees and agencies, as further described in Occ 406.15;  (14) Completion of distance learning courses, as further described in Occ 406.16;  (15) Teaching occupational therapy, as further described in Occ 406.17;  (16) Cardiopulmonary certification or re-certification, as further described in Occ 406.18; and  (17) Receipt of universal precaution education, as further described in Occ 406.19.</p> <p>Occ 406.06 Informal Independent Study.  (a) The board shall recognize informal independent study in occupational therapy as maintenance of continuing competence.  (b) Informal independent study shall include but not be limited to:  a. Reading occupational therapy-related books and journals; and  b. Viewing occupational therapy-related videotapes and digital videodiscs (DVDs).  (c) The board shall credit the licensee with one contact hour for every 2 clock hours of informal independent study to a maximum of 4 contact hours, provided that the licensee writes a report of the major theses of the book, journal, videotape or DVD.</p> <p>Occ 406.16 Completion of Distance Learning Courses.  (a) The board shall recognize as maintenance of continuing competence a licensee's completion of courses taken through distance learning, including self-study courses and self-paced clinical courses.  (b) The board shall credit the licensee with the contact hours attributed by the sponsor of the course.</p>
New Jersey	No CE requirements
New Mexico	<p><b>Regulation: 16.15.4.9 APPROVAL OF CONTINUING EDUCATION:</b>  A. No licensee may obtain credit for any continuing education contact hours without approval of those continuing education contact hours by the board.  B. Prior approval of continuing education contact hours may be obtained upon request by the licensee or continuing education provider. Final determination of values and approval of continuing education contact hours will remain at the discretion of the board.  C. Continuing education contact hours may be earned in the following ways:  (1) Attendance at a seminar, workshop, webinar, on-line course, or program; applicants must provide all of the following:  (a) program agenda with number of contact hours;  (b) evidence that the program attended was sponsored by a component of the American occupational therapy association or some other sponsor approved by the board for continuing education credit;  (c) statement of the program's subject matter and stated objectives;  (d) statement indicating the instructor's background/expertise; and  (e) proof of actual program attendance; such proof shall be a certificate of completion signed by the presenter or program sponsor.  (no limit specified)  (7) Audio or Visual Media. An applicant must provide the title of the audio and visual media; the length of presented material, time; name of the presenter; and a summary of the presentation and how it pertains to the philosophical tenets of occupational therapy. A maximum of ten (10) contact hours per year is allowed in this area.</p>
New York	<p><b>Regulation: New York Rules and Regulations Title 8, Chapter II, Part 76, §76.10 Continuing competency for occupational therapists and occupational therapy assistants.</b>  (a) Definitions. As used in this section:</p>

State	Statute/Regulation/Comments <sup>1</sup>
	<p>(7) Self-study means structured study based on audio, audio-visual, written, on-line, and other media that is provided by a sponsor approved by the Department pursuant to subdivision (i) of this section.</p> <p>(c) Mandatory continuing competency requirement.</p> <p>(2) Acceptable learning activities shall meet the requirements of this paragraph and be subject to the limitations prescribed in this paragraph.</p> <p>(iii) Types of learning activities. Acceptable learning activities shall be in one or more of the types of activities prescribed in this subparagraph, and shall be subject to the limitations prescribed in this subparagraph.</p> <p>(a) Coursework or training offered by an approved sponsor. Acceptable learning activities may include coursework or training offered by a sponsor, approved pursuant to the requirements of subdivision (i) of this section, which may include but need not be limited to the following types of offerings by such approved sponsors: formal continuing education courses or workshops; or formal academic study offered as part of a registered program pursuant to Part 52 of this Title or an equivalent program that is accredited by an acceptable accrediting agency; or in-service training programs offered by an employer to its employees; or self-study, as defined in paragraph (7) of subdivision (a) of this section, provided that no more than two-thirds of the mandatory continuing competency requirement may be completed through self-study.</p>
North Carolina	<p><b>Regulation: North Carolina Administrative Code 21 NCAC 38.0801, SECTION .0800 – CONTINUING COMPETENCE ACTIVITY</b></p> <p><b>.0805 QUALIFIED ACTIVITIES FOR MAINTAINING CONTINUING COMPETENCE</b></p> <p>Activities that qualify for maintaining continuing competence shall include the following:</p> <p>(1) Continuing Education:</p> <p>(a) Includes attendance and participation at a live presentation such as a workshop, seminar, conference, or inservice educational program and may include participation in other continuing education activities that require an assessment of learning. Examples of continuing education include electronic or Web-based courses, AOTA SelfPaced Clinical Courses or other formalized self-study courses, or AOTA Continuing Education Articles;</p> <p>(b) A licensee shall earn one point for each contact hour that is awarded by the provider. There are no maximum points in this category; and</p> <p>(c) Documentation shall include a certificate of completion including name of course, date, author/instructor, sponsoring organization, location, and number of hours attended.</p> <p>(3) Small Group Study:</p> <p>(a) Includes review and discussion of journal articles, clinical videotapes or audiotapes by at least two licensed practitioners;</p> <p>(b) A licensee shall earn one point for three contact hours, up to a maximum of three points; and</p> <p>(c) Documentation shall include title, author, publisher, time spent, and date of completion. Licensee must complete the Small Group Study Form provided by the NCBOT and include a statement that describes how the activity relates to a licensee's current or anticipated roles and responsibilities.</p> <p>(7) Presentation and Instruction:</p> <p>(a) Presentation of an academic course or peer-reviewed or non peer-reviewed workshop, seminar, in-service, electronic or Web-based course for the first time or for which more than 50% of the material has been revised related to occupational therapy;</p> <p>(b) A licensee shall earn two points for one contact hour that is awarded for an activity, up to a maximum of six points; and</p> <p>(c) Documentation shall include a copy of official program, schedule, or syllabus including presentation title, date, hours of presentation, and type of audience or verification of such, signed by the sponsor.</p>
North Dakota	<p><b>Board Continuing Education Guidelines:</b></p> <p>Continuing Education includes:</p>

State	Statute/Regulation/Comments <sup>1</sup>
	Formal self-study courses with a completion certificate. This includes homestudy and online courses. There is no limit on hours that may be earned.
Ohio	<p><b>Statute: Ohio Revised Code Regulations: Ohio Administrative Code Chapter 4755-9, Continuing Education 4755-9-01 Continuing education.</b></p> <p>(B) Acceptable continuing education activities may include:</p> <p>(8) Self-study. Formal study packages, such as printed text, multi-media, or internet based activities, related to the clinical practice, management, or education of occupational therapy are acceptable. There is no limit of contact hours in this category. Proof of completion is the certificate of completion and/or a copy of the post test results.</p> <p>(9) Distance learning. Credit for distance learning requires that there be opportunity for interaction with the program presenter and that the content is related to the clinical practice, management, or education of occupational therapy. The agenda and certificate of participation are required to verify completion. There is no limit of contact hours in this category.</p> <p>(16) Competency assessment or knowledge/skills assessment activities. Credit for completion of competency assessment or knowledge/skill assessment activities, or both, completed either online or in person. A certificate of completion or similar document that includes the participant's name, activity, date, contact hours awarded, and sponsoring organization shall be submitted as proof of completion.</p>
Oklahoma	<p><b>Regulation: Oklahoma Administrative Rules §435:30-1-5. License renewal; late fees; continuing education; re-entry guidelines</b></p> <p>(5) Alternative methods of points:</p> <p>(F) Self-Study: (Independent Learning Projects). A combination of activities which may include, but are not limited to a combination of reading, observing other therapists, viewing video tapes and quality assurance studies and related professional activities which enhance knowledge and skill in a specific area. A Report of Professional SelfStudy should be submitted to Committee for approval (Form C). Points will be assigned by the Committee based on the relevance to practice and complexity. Documentation: Copy of approval letter from OT Advisory Committee.</p>
Oregon	<p><b>Regulation: Oregon Administrative Rules 339-020-0020: CE Categories and Points</b></p> <p>These numbers refer to a two year total of 30 points. Credit for CE shall be calculated on a point basis in the following categories and must relate to occupational therapy services...Sixteen to 30 required CE points must come from categories 1-11. A limit of 14 of the required CE points may be accrued from categories 12-18.</p> <p>(3) Completion of educational telecommunication network or on-line courses: Points as awarded by certificate or per credit, see (1). Certificate of successful completion required.</p>
Pennsylvania	<p><b>Regulation: Pennsylvania Code Title 49, Part I, Subpart A, Chapter 42 §42.52. Definitions</b></p> <p>Educational courses—Academic and continuing education courses delivered onsite or by distance education.</p> <p><b>§42.55. Acceptable continued competency activities.</b></p> <p>(b) The following activities are acceptable as long as the specific activity complies with subsection (a):</p> <p>(1) Educational courses.</p> <p>(i) For continuing education courses, contact hours equal the number of instructional hours.</p> <p>(ii) For academic courses, one credit equals 15 contact hours.</p>

State	Statute/Regulation/Comments <sup>1</sup>
	(iii) Instead of the documentation required under § 42.57(a) (relating to documentation and reporting of continued competency activities), acceptable documentation of educational courses consists of an official transcript or certificate of completion indicating the name and date of the course and a description of the course from the school catalog or brochure.
Rhode Island	No CE requirements related to in-person vs online CE activities
South Carolina	<p><b>Board Continuing Education FAQs:</b></p> <p>1. What are the types of setting requirements for continuing education?  The SCBOT has elected to divide educational experiences into four types or settings: 1) in-services, 2) conferences, 3) teaching, and 4) other experiences. In-services are less structured educational experiences. They are often offered within the work facility or in local special interest group meetings. The Board will only allow 4 of the 16 CE hours required to come from this type of education. Conferences, workshops, and seminars are more structured and often sponsored through professional organizations or companies that specialize in providing continuing education. Teaching includes experiences where the practitioner presents information related to occupational therapy to others (occupational therapy students and peers or other consumers of OT services). Teaching may be formal through an educational setting as an instructor or professor as well as a guest lecturer. Only a maximum 8 hours of credit will be allowed per renewal period from this type of continuing education. Other experiences can include various types of structured or less structured education, to include on line courses, as detailed in the question below.</p> <p>2. What is meant by Setting/Type I/C/T/O and the documentation for each?  In-services (I): Presenter qualifications, topic outline, in-service title, date, location, number of hours and participant's name are needed to complete CE Reporting Form. No more than four (4) hours will count toward credit.</p> <p>Conferences, workshops, and seminars (C): Proof of attendance to include an original certificate, or notarized copy, with participant's name, date, location, course title, presenter(s) and number of program contact hours are needed. If all of this information is not located on the certificate of attendance, then additional materials must be maintained. The licensee may submit a true, certified copy in lieu of the original certificates. Often this information can be found on the program brochure. Conferences, which are sponsored by an organization and have many presenters, do not need to list all presenters' names, but the sponsor's name must be on the certificate of attendance in place of individual presenters. Formal self-study with testing through an agency may be counted in this category. Unlimited hours are allowed.</p> <p>Teaching (T): Course title, content outline, date, location, and duration of presentation are needed. No more than eight (8) hours will count toward credit.</p> <p>Other (O): Structured experiences (formal college coursework with a transcript) or less structured experiences (self-study, journal reviews, on line, video and audio reviews) are in this area. Unlimited hours are allowed.</p> <p>7. What is structured self- study credit? Does this include on line?  Many professional organizations or education providers have begun to offer continuing education credit for reading or reviewing materials and submitting a test for credit. These offerings have established amounts of credit already attributed to them. This includes on line courses. There is no limit set on the number of self-study hours used for continuing education credit; however, the SCBOT recommends a critical selection process to promote optimum learning. Please note: the Regulations governing the Board do not permit acceptance of credit for independent reading, peer review, or related studies, as is accepted by other organizations such as NBCOT.</p> <p>8. What is the acceptable use of video, audiotapes, and on line courses for continuing education credit?  Video or audio materials will only be accepted if they met the requirements of in-service, workshop, conference, or seminar.</p>

State	Statute/Regulation/Comments <sup>1</sup>
South Dakota	No CE requirements related to jn-person vs. online activities
Tennessee	<p><b>Statute: Tennessee Code Annotated §1150-02, .12 CONTINUED COMPETENCE.</b>  (11) Activity Table (Per Two [2] Year Cycle)  Activity: (bb) Independent learning/study (e.g., CE articles, video, audio, and/or online courses.)  Equivalency: 2 Hours Equals 1 Credit  Max Credits: 12 Credits CEUs  Documentation: certificate of completion and # of contact hours awarded</p> <p>Activity: (cc) Interactive online course.  Equivalency: 1 Hour Equals 1 Credit  Max Credits: 12 Credits CEUs  Documentation: certificate of completion and # of contact hours awarded</p>
Texas	<p><b>Regulation: Texas Administrative Code §367.2 Categories of Education.</b>  Continuing education activities completed by the licensee for license renewal shall be acceptable if falling under one or more of the following categories and meeting further requirements in this chapter.  (2) In-service educational programs, training programs, institutes, seminars, workshops, facility based courses, internet-based courses, conferences, and home-study courses with specified learning objectives. Hour for hour credit on program content only, no maximum.  Documentation shall include a certificate of completion or letter of verification.</p> <p><b>OT Board website: Continuing Education</b>  * There is no maximum of contact hours that can be earned for the renewal period for the following: in-service educational programs, training programs, institutes, seminars, workshops, facility based courses, internet-based courses, conferences, and home-study courses with specified learning objectives. Hour for hour credit on program content only. Documentation shall include a certificate of completion or letter of verification.</p> <p><b>Board FAQs on Continuing Education:</b>  Can I complete all of my required continuing education online?  Yes. There is no maximum of contact hours that can be earned for the renewal period for the following: in-service educational programs, training programs, institutes, seminars, workshops, facility based courses, internet-based courses, conferences, and home-study courses with specified learning objectives. Hour for hour credit on program content only. Documentation shall include a certificate of completion or letter of verification.</p> <p>Documentation must identify the licensee by name, and must include the date and title of the course, the name and signature of the authorized signer, and the number of hours or contact hours awarded for the course.</p> <p>When continuing education units (CEUs), professional development units (PDUs), or other units or credits are listed on the documentation, such must be accompanied by documentation from the continuing education provider noting the equivalence of the units or credits in terms of hours or contact hours. Such is not needed for AOTA CEUs, but be sure you know what such represent in hours. Remember that a contact hour is not the same as a learning credit, PDU, CAU, etc. When you renew, you must attest to your CE in contact hours.  Information regarding categories of CE activities and the required documentation for each can be found in §367.2, Categories of Education. §367.3, Continuing Education Audit, provides further information regarding documentation.</p>

State	Statute/Regulation/Comments <sup>1</sup>
	<p>For example, CE documentation includes, but is not limited to: an official transcript, AOTA self-study completion certificates, copies of official sign-in or attendance sheets, course certificates of attendance, certificates of completion, and letters of verification. In addition, when possible, licensees should keep supporting documentation that helps demonstrate how an activity meets CE requirements. For example, an official course description, syllabus, outline, and/or learning objectives may be useful if, for instance, the licensee is randomly selected for the CE Audit, as a certificate often lists just the name of a course and does not provide further information about its content.</p> <p>NBCOT Navigator® Activities. Licensees may earn CE for the completion of NBCOT Navigator activities. For such activities, 1 NBCOT CAU is the equivalent of 1 contact hour, no maximum. Documentation is a certificate of completion or letter of verification. Self-reflections and self-assessments, reading list and research portal activities, professional development plans, or similar activities are not eligible for CE credit.</p> <p>AOTA Benchmark. Licensees may earn CE for the completion of the AOTA Benchmark. Documentation is a certificate of completion or letter of verification indicating credit awarded. No maximum.</p>
Utah	No CE requirements related to in-person vs. online CE activities
Vermont	<p><b>Regulation: Vermont Administrative Code 04-030-190, Part 3, 3.2 CONTINUING COMPETENCE REQUIREMENTS</b></p> <p>(c) Qualified activities for maintaining continuing competence include:</p> <ol style="list-style-type: none"> <li>1) Continuing education courses, which include attendance and participation as required at a live presentation such as a workshop, seminar, conference, or in-service educational program. May also include participation in other continuing education activities that require a formal assessment of learning. Examples include electronic or web-based courses, AOTA self-paced clinical courses or other formalized self-study courses, AOTA continuing education articles and other substantially similar activities.</li> <li>2) Academic coursework, which includes participation in on-site or distance learning academic courses from a university college, or vocational technical adult education course related to the practice of occupational therapy.</li> <li>3) Independent study, which includes reading books, journals, articles, reviewing videos and other substantially similar activities.</li> </ol> <p style="text-align: center;"><b>Appendix A</b> <b>Guidelines for Continuing Competency</b></p> <p>A minimum of fifty percent (50%) of your continuing competency hours of the required 20 hours must be directly related to the delivery of occupational therapy services. The remaining continuing competency hours may be obtained for activities or programs that support your current professional role.</p> <p>Activity: Attending workshops, seminars, lectures, professional conference offered by AOTA approved provider or equivalent recognition from another association or organization Max per cycle: 20 hours Documentation: CEU, contact hours, certificates of attendance, letter from sponsor</p> <p>Activity: Attending workshops, seminars, lectures, professional conference other provider approved by the State Max per cycle: 20 hours Documentation: CEU, contact hours, certificates of attendance, letter from sponsor</p> <p>Activity: Attending employer-provided continuing competency Max per cycle: 5 hours Documentation: Attendance records, certificates</p>



State	Statute/Regulation/Comments <sup>1</sup>
	<p>Activity: Attending continuing competency programs offered by colleges and universities  Max per cycle: 20 hours  Documentation: Attendance records, certificates</p> <p>Activity: Independent learning/study, such as CE articles, peer-reviewed, role-related professional articles video, audio, and/or online courses  Max per cycle: 10 hours CEUs, contact hours.  Documentation: Annotated bibliography and analysis of how articles impacted improving skills in one's role</p>
Virginia	No CE requirements related to in-person vs online CE activities
Washington	<p><b>Regulation: Washington Administrative Code 246-847-065 Continued competency.</b>  (2) The thirty hours of continuing education and professional development must be obtained through two or more of the activities listed in this subsection. A minimum of twenty hours must directly relate to the practice of occupational therapy as defined in RCW 18.59.020 and WAC 246-847-010. Any remaining hours may be in professional development activities that enhance the practice of the licensed occupational therapist or licensed occupational therapy assistant. Documentation for all activities must include licensee's name, date of activity, and number of hours. Additional specific documentation is defined below:  (e) Interactive online courses and webinars. The required documentation for this activity is a certificate or documentation of completion.</p>
West Virginia	<p>Regulation: West Virginia Code of State Rules §13-4-2 Definitions  2.6. "Formal self-study" means a program of learning designed for the occupational therapist or occupational therapy assistant who completes the program at the individual's pace, e.g., AOTA self study series, on-line courses, etc.</p> <p>3.8. Approved Continuing Education and Competency Activities.  3.8.b. A licensee may accumulate the total required contact hours per renewal period through participation in the activities listed in this section. The Board suggests that licensees accumulate hours from a broad scope and variety of activities.  3.8.b.3. Educational Telecommunication Network Courses.  3.8.b.3.A. A licensee may obtain credit by providing an outline or abstract of content from the course sponsor.  3.8.b.3.B. A licensee may earn 1 hour of continuing competency credit per hour of education by telecommunication network courses.  3.8.b.4. Videotaped Presentations of Educational Courses, Seminars, Workshops, and Conferences.  3.8.b.4.A. A licensee may obtain credit by providing an outline or abstract of content from the course sponsor.  3.8.b.4.B. A licensee may earn 1 hour of continuing competency credit per hour of education by videotaped presentations of educational courses, seminars, workshops, or conferences.  3.8.b.11. Formal Self-Study.  3.8.b.11.A. A licensee may earn continuing competency credit for completion of formal study packages related to the practice of occupational therapy and shall maintain a certificate of completion provided by the self study sponsor.  3.8.b.11.B. A licensee may earn credit for completion of the American Occupational Therapy Association self-study series and shall maintain a certification of completion provided by the selfstudy sponsor.  3.8.b.11.C. A licensee may earn the full contact hour that is awarded by the provider.</p>
Wisconsin	<p><b>Regulation: Wisconsin Administrative Code OT 3.06, Continuing Education</b>  Activity: (b) Attendance at seminars, workshops, lectures, professional conferences, interactive online courses and video courses  Professional Development Points: 1 point per contact hour of attendance</p> <p>Activity: (e) Attendance at employer-provided continuing education, including video and non-interactive online courses.</p>

State	Statute/Regulation/Comments <sup>1</sup>
Wyoming	Professional Development Points: 1 point per contact hour of attendance. <b>Regulation: Wyoming Administrative Rules Chapter 2: Licensure Requirements, Section 2. Continuing Education</b> (d) Continuing education credit is available for live courses, on-line courses, college courses beyond degree requirements, written courses or conferences.