

# Guidelines for Acceptable Continuing Education

---

*The Occupational Therapy Examining Committee will not pre-approve continuing education programs. Initial determination of appropriate continuing education is the professional responsibility of each renewing therapist. Appeals of decisions in reference to renewal, made by the Committee, may be made with the Arkansas State Medical Board, as outlined in Regulation No. 6, Section 3.5.*

*A therapist employed in an administrative or educational capacity may submit up to one-half the required amount of continuing education (i.e., five hours per year) in that area of practice, however the remaining half must be related to an area of clinical O.T. practice.*

*A minimum of fifteen (15) minutes will be required in order to earn credit. If a course/program is less than fifteen (15) minutes in length, it will not be accepted for CEU credit.*

- Assessing professional skills using the NBCOT online Self-Assessment tool or similar professional skills assessment tool; limited to one (1) CEU credit.
- NBCOT Competency Assessment Tools - The practitioner must submit proof from NBCOT indicating the hours earned.
- Developing a Professional Development Plan based on the results of a professional skills assessment tool; limited to one (1) CEU credit.
- Volunteering for an organization that adds to the overall development of one's practice roles; limited to two (2) CEU credits. Five (5) hours of volunteer work equals one (1) CEU credit. Verification of hours will need to be verified from the organization on their letterhead. Letter will confirm hours and the overall outcome of the service.
- Mentoring an OT or OTA colleague to improve skills; limited to two (2) CEU credits. Form on NBCOT's website must be completed and submitted to the Board.
- Attending employer-provided, workplace continuing education.
- Attending workshops, seminars, lectures, or professional conferences that pertain to occupational therapy.
- Reading peer-reviewed, role-related professional journal articles and/or a textbook chapter and writing a report describing how this will improve the licensee's skills in a specific role.
- Successfully completed academic coursework related to occupational therapy. Official transcript required. Conversion is 3-4 hours equals five (5) CEU credits and 5-6 semester hours equals ten (10) CEU credits.
- Independent learning with assessment (online courses, CE articles, self-study).
- Receiving mentoring from a current licensed OT or OTA. Form from NBCOT must be completed and submitted to the Board; limited to two (2) CEU credits.
- 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.

- Professional presentation at a state, national, or international workshop, seminar, or conference. One-time presentation per topic; time spent on preparation cannot be included. Limited to ten (10) CEU credits.
- Level I supervision fieldwork = 2 CEU credits; Level II supervision fieldwork = 4 CEU credits; limited to four (4) CEU credits.
- Author of practice-area related article in non-peer reviewed professional publication; limited to five (5) CEU credits.
- Author of practice-area related article in peer-reviewed professional publication; limited to ten (10) CEU credits.
- Author of practice-area related article in a newsletter or community newspaper; limited to one (1) CEU credit.
- Author of a chapter in a practice-area related professional textbook; limited to ten (10) CEU credits.
- Primary or co-primary investigator within the occupational therapy field that does extensive scholarly research activities or outcome studies, or externally funded service/training projects associated with grants or post-graduate studies; ten (10) CEU credits earned; however grant must be complete and the Board must provide pre-approval before being accepted for CEU credits.
- Developing training manuals, multimedia, or software programs that advance the professional skills of an occupational therapist (must not be one's primary role); limited to five (5) CEU credits for non-peer review and ten (10) CEU credits for published peer review.
- Serving as adjunct faculty, teaching an occupational therapy course (must not be one's primary role); limited to ten (10) CEU credits.
- Arkansas Rules & Regulations Questionnaire; obtained on our website, [www.armedicalboard.org](http://www.armedicalboard.org); limited to one (1) CEU credit.
- Vendor demonstration of equipment; limited to one (1) CEU credit.
- HIV/AIDS issues; limited to one (1) CEU credit.
- Documentation for Medicare or other third party payers; limited to one (1) CEU credit.
- Highly specialized clinical areas, (e.g. vision therapy, adaptive driving, swallowing disorders, stress management, assertiveness training, and similar topics) are acceptable, provided the therapist provides a statement of how these topics pertain to his/her clinical practice.
- Alternative Medical Approaches, (e.g. homeopathic, pharmacology, tai chi/other body movements) presented in a clinical approach. Limited to three (3) CEU credits on a one time basis, accompanied by a written statement as to how this course pertains to your area of practice.
- Yoga Rehabilitation - The practitioner must submit documentation of proof of completion.
- Case Management – Continuing education courses taken in case management as it relates to occupational therapy practice.

# UNACCEPTABLE CONTINUING EDUCATION

---

- Infection control standards and procedures.
- Universal precautions.
- OSHA regulations.
- Institutional policies on hazardous waste, safety practices, MSDS information.
- Emergency preparedness.
- Utilities management.
- Fire Safety and procedures.
- Cardiopulmonary resuscitation, for initial certification or renewal.
- Emergency water safety; Water Safety Instructor or Lifesaving training.
- Use of restraints; restraint policy.
- Computer literacy.
- Employee orientation courses.
- Programs intended for the general population of hospital employees, such as JCAHO review information.
- Time management.
- Employee relations.
- General wellness or self-improvement programs (e.g. Positive thinking, dream interpretation, women's health issues).
- FIMS Functional Independent Measures.
- Courses required for a Masters Degree in OT, however, do not pertain directly to OT (e.g. English, Chemistry, History).