



State of Idaho

Division of Occupational and Professional Licenses Physical Therapy Licensure Board

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CONTINUING EDUCATION GUIDANCE DOCUMENT

Contact Hour Requirements: Every person holding a license issued by the Board must complete thirty-two (32) contact hours of continuing education every two (2) years.

Documentation of Attendance: Licensees must maintain documentation verifying attendance by securing authorized signatures or other documentation from the course instructors, providers, or sponsoring institution substantiating any hours attended by the licensee. The licensee must maintain this documentation for two (2) years and provided to the Board upon request.

Proof of attendance must include:

- Date, location, course title, and presenter(s)
- Number of program contact hours (One (1) contact hour equals one (1) hour of continuing education credit.)
- The official signature or verification of the program sponsor.

General Criteria: Hours of continuing education credit may be obtained by attending and participating in a continuing education activity germane to the profession. Conducted by individuals with specialized education, training, and experience to be considered qualified to present the program's subject matter. The Board may request documentation of the qualifications of presenters.

Specific Criteria – Continuing education hours of credit may be obtained by:

*Unless otherwise stated, (1) one hour of an activity completed equals one (1) continuing education credit hour.

- i. Presenting professional programs germane to the profession which meets the criteria listed above. Two (2) hours of credit will be awarded for each hour of presentation by the licensee. A course schedule or brochure must be maintained for audit.
- ii. Providing official transcripts indicating successful completion of academic courses which are germane to the field of physical therapy in order to receive the following continuing education credits:
 - a. One (1) academic semester hour = fifteen (15) continuing education hours of credit.
 - b. One (1) academic trimester hour = twelve (12) continuing education hours of credit.
 - c. One (1) academic quarter hour = ten (10) continuing education hours of credit.

- iii. Attending workshops, conferences, symposiums, or electronically transmitted, live interactive conferences germane to the profession.
- iv. Authoring research or other activities published in a recognized professional publication. The licensee will receive five (5) hours of credit per page.
- v. Viewing videotaped presentations if the following criteria are met:
 - a. There is a sponsoring group or agency.
 - b. There is a facilitator or program official present.
 - c. The program official may not be the only attendee.
 - d. The program meets all the criteria specified in general criteria.
- vi. Participating in home study courses that have a certificate of completion.
- vii. Participating in courses that have business-related topics: marketing, time management, government regulations, and other similar topics.
- viii. Participating in courses that have personal skills topics: career burnout, communication skills, human relations, and other like topics.
- ix. Participating in courses that have general health topics: clinical research, CPR, child abuse reporting, and other similar topics.
- x. Supervision of a physical therapist student or physical therapist assistant student in an accredited college program. The licensee will receive four (4) hours of credit per year.
- xi. Completion and awarding of Board Certification or recertification by the American Board of Physical Therapy Specialists (ABPTS). The licensee will receive sixteen (16) hours for the year the certification or recertification was received.

Recommended Sources of Continuing Education Credit: Courses of study germane to the practice of physical therapy assistants. Provided by the American Physical Therapy Association (APTA) or any of its sections or local chapters; CAPTE; the National Athletic Trainers Association; an accredited college or university; or activities otherwise germane to the physical therapy profession.

Please Note: Board Staff will not preapprove CE activities.