



**WEST VIRGINIA BOARD OF PHYSICAL THERAPY
101 DEE DRIVE**

**LESLEIGH BARBER
Board Chair**

**Charleston, West Virginia 25311
Telephone: (304) 558-0367 Fax: (304) 558-0369**

**PATRICIA A. HOLSTEIN
Executive Secretary**

**CONTINUING EDUCATION GUIDELINES
EFFECTIVE JUNE 16, 2011**

§16-1-10. Continuing Education.

10.1. A "unit" is 1 clock hour spent in a continuing education activity unless otherwise defined in this section.

10.2. All licensees desiring to remain "active" and in good standing must complete 24 units of board approved continuing education within the 2 year licensing period. If the licensee does not complete the 24 units of board approved continuing education within the license period, that licensee will be placed on delinquent status and will be subject to all fees associated with delinquent status.

- If your licenses are due to expire on 12/31/11 you will have needed to complete 10 CE units for each year (2010 & 2011).
- If your licenses are due to expire on 12/31/12 you have the option to choose 10 CE units each year (2011 & 2012) or 24 CE units for 2 year renewal period.
- If you licenses are due to expire on 12/31/13 you will need to have obtained 24 units for the 2 year license period.

10.2.a. For those applicants reinstating their license for a period of 6 months or less, only 6 units are required for that year.

10.2.b. Volunteer licensees need only to complete 20 units of board approved continuing education activities within a 2 year renewal cycle.

10.2.c. Accumulated CEU's may not be carried over from 1 renewal period to another.

10.2.d. A new graduate does not need continuing education hours for the current year of graduation.

10.3. Completion of examinations, residencies, fellowships, tools, and courses for continuing education credit.

10.3.a. A maximum of 8 units per license period can be obtained from any combination of clinical instruction or competency tools.

10.3.b. Passing the following specialty examinations will qualify for 24 contact hours of continuing education in the year the examination is taken:

- New grads do not need CE hours for the year they graduated but will need 12 hours for the next year.

10.3.b.1. Specialty examinations and recertification administered by the American Board of Physical Therapy Specialties (ABPTS).

10.3.b.2 The Hand Therapy Certification Commission (HTCC) certification examination.

10.3.b.3 Continuing education course instructors can receive 1 unit per hour of class instruction time will be awarded for board approved continuing education courses in the year the course given. Credit awarded to the instructor for said course will be granted only 1 time.

- The instructor can only be awarded 1 time only for said course. So, if they teach the same class another year, it cannot be counted for CE hours. If they change the format of the class and want to have it approved, the board will look at each case individually for CE approval.

10.3.c. The successful completion of an American Physical Therapy Association credentialed residency or fellowship program will qualify for 24 contact hours of continuing education in the year the residency or fellowship is completed.

- If the residency or fellowship programs are not with APTA, it will have to go through the CE approval process.

10.3.d. The successful completion of a practice review tool of the Federation of State Boards of Physical Therapy pertaining to continued competence will qualify for continuing education.

- Eight credits for the completion of practice review tool of the FSBPT no matter how long they attend. The licensee is allowed to do the practice review tool every other renewal period. They can take the practice review tool again the next year if it's a different type of practice review.

10.3.d.1. Eight contact hours of continuing education will be awarded for completion of a practice review tool.

10.3.d.2. Licensees may use a practice review tool identified in paragraph 3.d.1. of this section no more than every other renewal period.

10.3.e. Clinical instruction.

10.3.e.1. Providing clinical instruction to physical therapist or physical therapist assistant student(s) enrolled in a CAPTE approved physical therapist or physical therapist assistant program can qualify for up to a maximum 8 units per year.

10.3.e.2. Four weeks of clinical instruction is equal to 1 unit of continuing education.

- Four weeks of clinical instruction is equal to 1 unit of CE up to 8 hours for each renewal. Multiple students can be counted for each student. CE verification should be verified from the school explaining what course was taught and how many students attended.

10.3.f. Continuing education courses are subject to board approval.

10.3.f.1. One unit per hour of class instruction time will be awarded for board approved continuing education courses in the year the course is taken.

10.3.g. One unit per hour of class instruction time shall be awarded and automatically approved for CAPTE College/University, American Physical Therapy Association or West Virginia Physical Therapy Association sponsored continuing education courses in the year the course is taken.

10.3.h. One unit per hour of class instructions for CAPTE college or university physical therapy or doctorate physical therapy programs.

- A transcript can serve as proof of attending a CAPTE college or university or doctorate PT program.

10.4. The board may grant a waiver of the continuing education requirements in the case of illness, disability or undue hardship.

10.4.a. A request for waiver form must be completed in full. In the case of illness or disability, a physician's statement is required.

10.4.b. All completed forms must be received by the Board for consideration no later than the first day of October of the year preceding the renewal date.

10.4.c. A waiver may be granted for any period of time not to exceed 1 renewal cycle.

- If the licensee has not completed CE's and their waiver is not approved, their license will go into delinquent status.

10.4.d. In the event that the illness, disability or hardship continues to the next renewal cycle, then a new waiver request is required.

10.4.e. Should a waiver be granted due to disability or illness, the board may require the individual to provide appropriate documentation from a physician or another qualified and appropriate practitioner to verify the individual's competency and ability to practice physical therapy in the state of West Virginia prior to the return to active practice of physical therapy in West Virginia.