



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

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PT/PTA GUIDELINES FOR CONTINUING EDUCATION

The passage of Senate Bill 358 required all Boards of Professional Licensure to implement mandatory continuing education requirements. WV Board of Physical Therapy requires 10 Board approved continuing education hours per year. There is yearly random continuing education audit and all courses must be Board approved in order to comply with the audit. Below are the steps to verify Board approved courses:

- Courses sponsored by APTA, WVPTA, or CAPTE College/University are automatically approved and are not required to go through the approval process.
- A yearly list of WV Board approved courses is located on our website (www.wvbopt.com). This list is in order by year; your course must be listed under for the year that you need the continuing education hours.
- If course is not found on our website, contact the company and ask if this course is approved through the WV Board for the year you are inquiring.
- After completing the above steps and you still would like to take a course that is not pre-approved by the WV Board, you must submit an application for CE course review and a \$50.00 fee per course. Below are the steps to locate the approval application and guidelines:
 - Go to our website: www.wvbopt.com
 - Choose “CE Info” tab
 - Click on “Submitting a Course for CE Review”
 - Click on “CE Form A- Application for CE Review”

CONTINUING EDUCATION COMMONLY ASKED QUESTIONS

EXCEPTIONS:

QUESTION: If I receive my license in July of the current year, do I have to get 10 contact hours before Dec. 31st of that same year?

ANSWER: (1) You **do not** need to get 10 CE hours if you are a new graduate of the current year.
(2) You **do** have to get 10 CE hours if you received your license anytime from Jan. 1st through December 31.

HOURS

QUESTION: How do I interpret the value in PT contact hours when I see something listed as so many CEU’s?

ANSWER: The requirement is for 10 CE’s per year. A contact hour is sixty (60) minutes of actual instruction. The Board considers 1 CEU = 10 CE hours.

QUESTION: Is there limited hours for home study or internet courses?

ANSWER: No. The Board has not determined a limited number of hours for home study or internet courses.

TIME PERIOD

QUESTION: What is the period of time I have to accumulate my contact hours?

ANSWER: The calendar year is from Jan. 1st to Dec. 31st of each year. CE hours cannot be carried over into a future year.

APPROVED COURSES

QUESTION: Does college and/or university course work count for contact hours?

ANSWER: Yes, if the course is specific to Physical Therapy content. **Example:** If you are a “PT” enrolled in a “Doctorate” Physical Therapy Program; or if you are a “PTA” enrolled in a “PT” Program.

QUESTION: Do I need to check with the Board before enrolling in a course for contact hour credit?

ANSWER: (1) Yes, unless it’s a course sponsored by the following organizations: (these courses are automatically approved and are not required to go through the approval process).

- APTA
- WVPTA
- CAPTE College/University

(2) However, if your course is not from the list above and is not listed on our website, you need to follow the steps below to verify Board approved courses:

- A yearly list of WV Board approved courses is located on our website (www.wvbopt.com). This list is in order by year; your course needs to be listed under the year that you need the continuing education hours.
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QUESTION: If I teach CE course material, or is an instructor in a PT/PTA school, or has an article published, will that count toward my required CE hours?

ANSWER: (1) **Yes** if you teach a CE course; however, it may only count 1 time for a specific course (the same hours as given to participate).

(2) **No** if you are an instructor at a PT/PTA school or have an article published.

CE VERIFICATION

QUESTION: Do I need to send verification of CE attendance to the Board?

ANSWER: **No.** You must keep your own records (**for a five (5) year period**) and only submit proof of attendance if your name comes up in the annual random audit. You can also keep track of your WV Board approved CE courses you have taken by logging on to your licensee account login located on our website; however the log is not a requirement.

INACTIVE/LAPSE STATUS

QUESTION: What applies for CE hours for “INACTIVE” or “LAPSED” license?

ANSWER: (1) To re-activate from “**INACTIVE**”, you **do not** have to provide proof that you have achieved 10 contact hours of CE’s in the previous calendar year. You would be responsible for getting 10 CE hours for the year in which it is re-activated.

(2) You **do** need to provide proof if you were in a CE Audit and did not comply with the Audit.

(3) To re-activate from “**LAPSED**”, you **do** need to provide proof of 10 contact hours of CE’s for previous year and 10 CE hours for the year in which it is re-activated.