Maine Continuing Education Requirement Clarifications

**Requirements for License Renewal**

**1. Generally**. A temporary licensee, **occupational therapist or occupational therapy assistant** may renew a license by:

A. Submitting a renewal application;

B. Remitting the fee set forth in Chapter 10 of the rules of the Office of Professional and Occupational Regulation;

C. For licenses renewed up to 90 days after the date of expiration, remitting the late fee required by Chapter 11 of the Rules of the Office of Professional and Occupational Regulation; and

D. Providing such other information as the board may require. This does not mean that you need to submit all of the documentation for your continuing education at time of renewal.

**3. Continuing Education Requirement for Occupational Therapists and Occupational Therapy Assistants**

Occupational therapists and occupational therapy assistants shall **certify** at time of license renewal to compliance with the continuing education requirements set forth in this chapter. This will be a check box stating that we have completed all required hours.

**1. Number of Hours and Content Required.**

**A. Hours Required** Every **occupational therapist shall complete a total of ten (10) hours** and every **occupational therapy assistant shall complete a total of six (6) hours** of continuing education relevant to the practice of occupational therapy or interprofessional practice during each reporting period as a condition of renewal. For the purposes of this chapter, an “hour” means sixty (60) minutes. The reporting period is April 1 of the previous year through the March 31 renewal date. Hours completed during the reporting period cannot be carried forward into a subsequent renewal period.

**B. Ethics Requirement.** During each reporting period, one (1) hour of the total required ten (10) hours for occupational therapists and one (1) hour of the total required six (6) hours for occupational therapy assistants shall be on ethics in the practice of occupational therapy. The one (1) hour of ethics can be satisfied with any qualifying continuing education activity as set forth in Section 3(2)(B).

**C. NBCOT Certification Activities**. Notwithstanding any provision in this chapter to the contrary, an occupational therapist or an occupational therapy assistant who obtains the requisite number of continuing education activities as described under this chapter within the renewal period and who completes the one (1) hour of ethics as set forth in Section 3(1)(B) may certify at the time of renewal to satisfying the requirements of this chapter, even if such activities are or have been submitted towards maintaining a current NBCOT certification.

**2. Qualifying Continuing Education Activities**. Qualifying activities for satisfying the requirements of Section 3(1)(A) include:

**A. Minimum hours required.** At least four (4) of the required hours shall include participation as required at a sponsored presentation offered by any recognized sponsor as set forth in Section 3(3) of this chapter.

**B. Other qualifying activities**. Other qualifying activities include:

i. **Participation** as required **at a presentation** such as a workshop, seminar, conference, or **in-service** educational program. (This should allow a team to hold in-services at the workplace as long as they are documented with learning outcomes.)

ii. Academic coursework related to the **practice of occupational therapy**, which includes participation in on-site or distance learning academic courses from a university, college, or vocational technical adult education course.

iii. Publications of books, articles, films, or web-based resources related to practice, management, or education of occupational therapy.

iv. Preparation for teaching a course in occupational therapy in an accredited program.

v. Preparation for and **presenting** at a workshop, seminar, conference, or in-service educational program.

vi. Pursuit of evidence-based practice by reviewing critically appraised topics for evidence-based literature on practice-related subjects.

vii. Research, which includes development or participation in a research project as a primary or assistant investigator in the research project.

viii. Level I fieldwork direct supervision. For the purposes of this subsection, this qualifying activity may be submitted for one (1) hour per student. Letter(s) of verification or certification from the educational institution that includes the dates of fieldwork supervision completed satisfies the documentation requirement of this activity.

ix. Level II fieldwork direct supervision. For the purposes of this subsection, this qualifying activity may be submitted for two (2) hours per student. Letter(s) of verification or certification from the educational institution that includes the dates of fieldwork supervision completed satisfies the documentation requirement of this activity.

**C. In-person attendance**; **live, remote interaction.** For purposes of this chapter, continuing education activities are **not required** to be held in- person **nor required** to include live, remote interaction with presenters. (Online replays are acceptable)

**3. Recognized Sponsors**. Licensees may satisfy the requirement of Section 3(2)(A) by completing activities:

A. sponsored or approved by the Maine Occupational Therapy Association (MEOTA), its successor organization **or a comparable organization**; (ie. another State Association)

B. sponsored or approved by NBCOT, its successor organization **or a comparable organization**;

C. sponsored or approved by the American Occupational Therapy Association (AOTA), its successor organization **or a comparable organization**; (ie. APTA, ASHT) or

D. sponsored by AOTA approved providers.