Section
435:20-9-1. Definitions [AMENDED]
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435:20-9-1. Definitions
The following words and terms, when used in this SubChapter, shall have the following meaning, unless the content clearly indicates otherwise:

"Activities" means activities that a licensee participates in to either assess his/her competence or to develop competency. An activity is assigned a value toward meeting professional development requirements.

"APTA" means the American Physical Therapy Association.

"Asynchronous instruction" means instructional interaction whereby instructional delivery and learner participation occurs other than simultaneously, offering either a delayed opportunity or no opportunity for instructional feedback.

"Board" means the Board of Medical Licensure and Supervision.

"Clinical Practice" means physical therapy consultation or patient care or client management or the supervision thereof.

"Committee" means the Physical Therapy Advisory Committee.

"Compliance period" means the initial compliance period from February 1, 1998 through January 31, 2000 and each successive two calendar year period from January 1, 2000 to December 31, 2002. initial compliance period starting on February 1, 2022 through January 31, 2024.

"Competence" is the application of knowledge, skills, and behaviors required to function effectively, safely, ethically and legally within the context of the patient/client's role and environment.

"Continuing Competence" means the lifelong process of maintaining and documenting competence through ongoing self-assessment, development, and implementation of a personal learning plan, and subsequent reassessment.

"Continuing Education" means those appropriate learning experiences physical therapists and physical therapist assistants undertake to expand their scope of knowledge beyond the basic preparation for the profession of physical therapy and these experiences should be referenced to one of four areas: administration, education, patient care, or research.

"Documentation" means evidence of completion of continuing education and competence activities.

"FSBPT" means the Federation of State Boards of Physical Therapy.

"IACET" means the International Association for Continuing Education and Training.

"Jurisprudence Assessment" is an outline set of questions concerning the Oklahoma

"Licensee" means a Physical Therapist or Physical Therapist Assistant licensed in Oklahoma.

"One (1) contact hour" means one sixty (60) minute instructional period.

"One (1) Continuing Education Unit or CEU" means ten (10) contact hours.

"OPTA" means the Oklahoma Physical Therapy Association.

"Pre-approval" means the continuing education professional development experience has received approval prior to the end of the compliance period.

"Professional Development" means the fusion of continuing competence and continuing education, which demonstrates and evidences a licensee’s ability and knowledge to practice physical therapy consistent with the requirements of Oklahoma law and the standards of the physical therapy profession.

"Professional Development Unit or PDU". One contact hour (60 minutes) of continuing education coursework or an approved PDU activity (detailed in section 435:20-9d)

"Provider" means an entity that has been approved by the Board to provide professional development activities for licensees as provided in the rules of this section.

"Synchronous instruction" means instructional interaction conducted in real time where the instructional delivery and learner participation occurs concurrently with an immediate opportunity for instructional feedback.

435:20-9-2. Continuing education professional development requirements for renewal

(a) Beginning with the renewal period ending January 31, 2000 and every two years thereafter, the applicant for renewal of licensure shall sign a statement indicating whether or not continuing education professional development requirements have been fulfilled for the preceding two-year period.

(b) Effective February 1, 2004, and every two years thereafter, physical therapists will be required to show proof of forty (40) approved contact hours and/or PDU equivalent and Physical Therapist Assistants will be required to show proof of thirty (30) approved contact hours and/or PDU equivalent.

(1) At least half of the required hours must be Category A as set out in subsection 435:20-9-3(b) except as provided in 435:20-9-3(a)(3).

(2) Three of the required hours must contain ethics education that includes the APTA Guide for Professional Conduct and the APTA Code of Ethics.

(3) No continuing education professional development hours may be carried over from one compliance period to another.

(c) Any applicant for renewal who cannot meet the requirements for continuing education professional development may not renew until deficient hours professional development units (PDUs) are obtained and verified. Additionally, within the next compliance period the licensee will be required to obtain double the required hours units of approved continuing education PDUs. At least half of the required hours must be Category A. Proof of meeting the additional requirements, as verified by an audit, will be required in order to renew at the end of the next compliance period. Failure to meet these additional requirements will result in disciplinary action.

(d) Each licensee is responsible for maintaining evidence/proof/record of participation in a continuing education professional development experience for a minimum of four years, two
compliance periods. Copies of such proof shall be submitted to the Board upon request. Such proof shall include:

(1) date, place, course title, schedule, presenter(s), etc.,
(2) number of contact hours/PDUs for the activity,
(3) proof of completion, such as abstracts, certificates of attendance, or other certification of completion.

e) Any physical therapist or physical therapist assistant initially licensed in Oklahoma during the second year of an accounting compliance period shall be exempt from the continuing education professional development requirements for that first renewal period.

f) The Physical Therapy Committee shall conduct random audits of the continuing education professional development records of the number of licensees that time and resources permit. The Physical Therapy Committee may appoint a sub-committee to review audits and requests for approval of continuing education professional development experiences and make recommendations to the Physical Therapy Committee for disposition.

g) Penalties for failure to comply with continuing education professional development requirements may be assessed after notice and hearing as required by law. Penalties may include imposition of additional contact hours, probation of license, suspension of license, or revocation of license.

h) Failure to maintain records of professional development rebuts the presumption that continuing education professional development requirements have been completed.

i) Misrepresenting compliance with continuing education professional development requirements constitutes a fraudulent application.

435:20-9-3. Continuing education Professional development categories

(a) Approval for continuing education professional development activities

(1) To receive initial approval for a continuing education professional development offering of either category, submission of an Application for Approval of Continuing Education Physical Therapy Professional Development form is required. The application must include the following information:

(A) Course title with an abstract, summary or course syllabus and sufficient evidence demonstrating relevancy, recency and consistency with current practice.

(B) A program agenda complete with a breakdown of all time spent in instructional and non-instructional periods to include break time, meals, etc. (Contact hours PDU will be awarded for instructional hours only.) (If a course is six hours or longer, the agenda must include at least a 30 minute lunch and two 15 minute breaks.)

(C) The course or program’s goals and objectives sufficient to provide information for evaluation of relevance and practical application to the field of physical therapy beyond basic preparation of the licensee.

(i) If basic information is needed, the licensee will complete the professional self-reflection form to demonstrate current knowledge and competency of the topic and rationale as to why this course should be approved.

(D) Documentation of instructor background/expertise relevant to the field of physical therapy.

(E) Location of the program, including the address, city, state, and zip, or Internet site.

(F) Contact name, phone number and address of course sponsors or publishers;

(G) Specific date(s) of course participation.

(H) Method of certifying attendance and contact instructional hours. (Adjustment of contact hours PDU awarded may occur within the approval process.)
(2) Individual participants are responsible for maintaining these records.
(3) Physical therapists and physical therapist assistants working less than 250 hours per year may request permission from the to earn all contact hours from Category B and/or Category C submit a request for a lesser professional development requirement.
(4) Pre-approval is required for guaranteed credit. under either Category.

(b) Category A – Synchronous educational professional development opportunities. At least half of the required contact hours must be acquired from Category A.

(1) Synchronous education – Attendance at a synchronous education course with real-time interaction between the course instructor and physical therapists or physical therapist assistants, with opportunity for immediate feedback. Real time participation in a course, workshop or conference.
(2) Presentation of program - A licensee who presents an original continuing education professional development program targeted towards peers and other health care professionals may receive continuing education professional development credit once per compliance period. of 1.5 PDU per contact hour of instruction for the first presentation of this original material. No additional PDU for subsequent presentations within the compliance period.
(3) Post Graduate Studies - Successful completion of post graduate education course work related to physical therapy will be awarded continuing education professional development credit of up to 16 contact hours PDU for each college credit hour course based on credit hours, syllabus, and learning objectives.

(c) Asynchronous educational and competence opportunities.

(1) For licensees participating in a non-interactive course offered by videotape, satellite transmission, webcast, DVD, or other electronic media, one hour of participation earns one PDU. This method must include a post-test proficiency assessment in order to be accepted.

(e) (d) Category B – other. Other professional development activities.

(1) Opportunities under Category B continuing education include:
(A) (1) Publication - Writing for professional publication may be awarded continuing education professional development credit. Actual number of contact hours CECU granted will be determined by the Committee. Acceptance for publication must occur within the current compliance period. Contact hours will not be approved for repeat publication of the same material. Licensee must present copy of published material to receive credit.

(i) (A) Each published paper/book and/or chapter/or case study may will receive a maximum of fifteen (15) contact hours PDUs.

(ii) (B) Each published book review may will receive a maximum of ten (10) contact hours PDUs.

(B) (2) Study groups - A series of synchronous or asynchronous meetings designed for intense study in a physical therapy related topic. A minimum of four participants and four hours of participation are required for continuing education professional development eligibility. Those seeking approval for a group study project shall submit a full description including an outline of the topics and subtopics, references, or copies of the printed materials, a time and place of study, the methods to be used, the number of hours of credit sought, and any other information relevant to the evaluation of the proposed projects. The maximum number of PDUs of this type allowed during a compliance period is 12.

(3) Collaboration with educational programs:

(A) Supervising Physical Therapist or Physical Therapist Assistant students as a clinical instructor.
Continuous direct supervision of students and/or candidates for licensure can earn up to 10 PDUs in this category in a compliance period. Forty (40) hours of direct supervision will earn one (1) PDU regardless of the number of students and/or candidates for licensure being supervised.

The licensee shall submit materials listing the licensee as a clinical instructor with the name of the school/program and the length of time of clinical placement.

Presentations as a guest lecturer for Physical Therapist and Physical Therapist Assistant Programs earns 2 PDU for the first presentation of original material, up to 4 PDU for two presentations of original material in a compliance period. No additional PDU for subsequent presentation may be earned within a compliance period.

The licensee shall submit materials including: syllabus, curriculum vitae demonstrating expertise, statement of objectives, and strength of evidence demonstrating references used within last 5 years.

Research/Publication/Presentations:

(A) Publication:
(i) Authorship or co-authorship of a book relating to physical therapy earns up to fifteen (15) PDUs in a compliance period.
(ii) The licensee must present a copy of published material to receive credit.

(B) Research (published only):
(i) Principal or co-investigator, project director, or research assistant earns five (5) PDUs, up to ten (10) PDUs in a compliance period, provided a licensee may only earn five (5) PDUs for one original publication.
(ii) The licensee shall submit research proposal/abstract, final results and a summary of the licensee's involvement.

(C) Presentations at professional workshops, seminars, conferences related to physical therapy earns 1.5 PDUs per contact hour of instruction for the first presentation of original materials. A licensee may not earn additional PDUs for subsequent presentations of the same materials within the compliance period.
(i) The licensee shall submit materials including: brochures or program, curriculum vitae demonstrating expertise, a statement of objectives and strength of evidence demonstrating references used within last 5 years.

Advanced Training:

(A) Specialty certification. Achievement of an APTA or APTA Section-recognized specialty certification related to physical therapy/Advanced Proficiency for PTA will be awarded ten (10) PDUs for initial certification and five (5) PDUs for recertification. Credit will be granted for certification obtained with the compliance period in which the certification was granted.
(i) The licensee shall submit proof of certification for PDU determination.

(B) Residences/Fellowships. For fellowships conferred by organizations credentialed by APTA in a specialty area of the practice of physical therapy, ten (10) PDUs shall be awarded for each full year of clinical participation up to a maximum of twenty (20) PDUs per compliance period for this activity.
(ii) The licensee shall submit the certificate conferred on the licensee or evidence that all requirements of the fellowship program have been met.
(iii) For completion of a residency program in physical therapy offered by an APTA credentialed organization, ten (10) PDUs shall be awarded for each full year of clinical participation, up to a maximum of twenty (20) PDUs per compliance period for this activity.
(iv) The licensee shall submit the certificate conferred on the licensee or evidence
that all requirements of the fellowship program have been met.

(6) Physical Therapy organizations

(A) Participation in the national physical therapy or multidisciplinary organization that includes physical therapy:

(i) Participation as a board member, committee chair, task force member or delegate to a national assembly earns five (5) PDU per position for a maximum of ten (10) PDU.

(ii) The licensee shall submit materials documenting the licensee as a participant (e.g., minutes) as well as a description of the position and a summary of the licensee's involvement.

(B) Participation in a state physical therapy or multidisciplinary organization that includes physical therapy:

(i) Participation as a voting board member or committee chair earns five (5) PDU per position for a maximum of ten (10) PDU in a compliance period.

(ii) The licensee shall submit materials listing the licensee as a participant (e.g., minutes) as well as a description of the position and a summary of the licensee's involvement.

(C) Participation in a regional or district physical therapy or multidisciplinary organization that includes physical therapy:

(i) Participation as a district officer earns two (2) PDU per position for a maximum of four (4) PDU in a compliance period.

(ii) The licensee shall submit materials listing the licensee as a participant (e.g., minutes) as well as a description of the position and a summary of the licensee's involvement.

(D) Membership in the APTA for one year earns one PDU, up to two PDU in a compliance period.

(i) The licensee shall submit membership card or certificate for each year of the compliance period.

(ii) Membership in an APTA section for one year earns one half PDU, up to one PDU in a compliance period. Additional PDU are not awarded for membership in more than one section. Section membership is validated by membership card.

(C) Individualized instruction—This includes home study or Internet courses relating to physical therapy practice extending beyond basic preparation of the licensee. In order to count any individualized instruction toward Category B hours, the licensee must submit proof of a passing score on a post test and a certificate of completion.

(D) Learning opportunities not listed above may be considered for continuing education professional development credit, but will require pre-approval if submitted by the requested deadline.

(E) Learning opportunities not accepted include but are not limited to:

Examples of activities that will not be accepted include but are not limited to:

(i) Regularly scheduled education opportunities provided within an institution, such as: rounds or on-the-job required in-service training such as CPR, blood-borne pathogens, equipment or procedural updates.

(ii) Staff meetings.

(iii) Meetings, workshops or seminars held by personnel with less medical training than registered physical therapists or physical therapist assistants.

(iv) Publications for the lay public.

(v) Presentations to lay groups and non-professionals.
(vi) Teaching personnel, students or staff within one's job requirement.
(vii) Non-educational meetings, entertainment or recreational activities at professional meetings.
(viii) APTA, chapter or section offices or committee appointment.

435:20-9-3.1. Approval of providers. The Board shall approve a provider if it is satisfied that the provider's programs have met the standard set forth in 435:20-9-4(a) of this section.
(a) Once a provider is approved, the professional development activities offered by that organization are approved for credit and no application must be made to the Board for approval.
(b) The provider must submit the course information to the Board for posting on the Board website.
(c) The following organizations are considered approved providers:
   (1) Any agency or board responsible for licensing individuals to practice physical therapy in the United States or Canada.
   (2) The American Physical Therapy Association (APTA), including any Sections, Academies, credentialed residencies and fellowships and its accrediting subsidiaries.
   (3) State Chapters of APTA
   (4) The Federation of State Boards of Physical Therapy (FSBPT) and any accrediting subsidiary.
   (5) The International Association for Continuing Education and Training (IACET).
   (6) Any providers approved or accredited by the agencies or organizations listed in subparagraphs (1) through (5) of this paragraph.
   (7) Physical therapist and physical therapist assistant programs approved by an agency recognized by either the U.S. Department of Education or the Council on Postsecondary Accreditation.

435:20-9-4. Guidelines for the audit process
(a) The Physical Therapy Committee will, each compliance period, randomly or for cause select licensees for verification that all continuing education professional development requirements have been met.
(b) Those being audited will receive notification and have thirty (30) calendar days from the date of the letter of notification to submit proof of continuing education professional development to the Committee.
(c) The Physical Therapy Committee or its appointed sub-committee shall review the documentation of each individual for compliance with established continuing education professional development standards.
(d) Those found to be in compliance shall be notified.
(e) Those found not to be in compliance shall be notified, by certified mail, within five (5) working days following the determination of non-compliance. They will be given specific information concerning areas of deficiency, what further information is needed to bring them into compliance, given opportunity to submit additional documentation and/or appear in person at the next Physical Therapy Committee meeting.
(f) A summarized report shall be submitted to the Physical Therapy Committee listing the names of those audited who are in compliance with continuing education professional development requirements. Those not in compliance shall be listed with notation of deficiencies found and/or
recommendations.