**02 DEPARTMENT OF PROFESSIONAL AND FINANCIAL REGULATION**

**502 BOARD OF COMPLEMENTARY HEALTH CARE PROVIDERS**

**Chapter 5: STANDARDS FOR CONTINUING PROFESSIONAL EDUCATION FOR ACUPUNCTURISTS, NATUROPATHIC DOCTORS, CERTIFIED PROFESSIONAL MIDWIVES, AND CERTIFIED MIDWIVES**

**Summary**: This chapter sets forth the requirements for continuing education as required for license renewal.

**1. Generally**

1. **Certification**

All licensees shall certify at time of the applicable license renewal to compliance with the continuing education requirement set forth in this chapter. The licensee’s certification is subject to audit pursuant to Chapter 13 of the rules of the Office of Professional and Occupational Regulation, entitled “Uniform Rule for the Substantiation of Continuing Education Requirements.” This continuing education requirement does not apply to the first renewal of an initial license.

2. **Timely Completion**

All continuing education activities must be completed during the license term(s) of the designated continuing education cycle for which credit is claimed. Continuing education hours earned in excess of the required hours for a license term may not be carried forward to a subsequent license term.

3. **Hardship Deferment; Carry Over Hours**

1. A licensee may request from the Board, in writing, a deferment of continuing professional education due to their health reasons, military service, or other unforeseeable circumstances of genuine hardship. A licensee who receives a deferment shall complete the deferred continuing professional education according to a schedule determined by the Board.
2. Continuing professional education hours earned during the biennium continuing education term that are over the requirements for license renewal may not be applied retroactively, nor carried forward to a subsequent license renewal term unless otherwise designated under section 1(3)(C).
3. During a declaration of state or federal civil emergency, the Board may renew licenses without satisfying any continuing professional education requirement and may further suspend, discard, or carry over continuing education requirements that would otherwise apply.

4. **Limitations**

Notwithstanding anything to the contrary in this chapter, continuing education credit will not be given for:

A. Continuing education activities which in substantial part promote a specific company, individual or product; or

B. Continuing education activities which primarily focus on practice economics.

**2. Acupuncturist Standards For Continuing Education**

1. **General Requirement**

An acupuncturist shall certify biennially at time of license renewal to completion of 30 hours of continuing education during the preceding two years as set forth in this chapter. The continuing education cycle begins on October 1 of each even‑numbered year and ends on September 30 of the next even‑numbered year on a continuing basis thereafter. To be eligible for credit, a continuing education activity must—

A. Directly relate to the knowledge or clinical practice of acupuncture or Oriental medicine; and

B. Be either sponsored or presented by a pre-approved organization pursuant to subsection 2 below, or be specifically approved by the board upon request as set forth in subsection 3 below.

2. **Automatic Approval of Continuing Education Activities Sponsored or Presented by Pre-Approved Sponsors and Providers**

Continuing education activities offered by sponsors and providers whose past offerings, in the judgment of the board, have consistently met the approval criterion of Section 2(1)(A) above are eligible for credit without need of request. The board shall publish a current list of pre-approved sponsors and providers at the beginning of each license year and may update the list during the course of the license year as necessary. The board may monitor continuing education activities offered by pre-approved sponsors and providers for compliance with the approval criterion of Section 2(1)(A) above.

3. **Specific Approval of Continuing Education Activities**

A licensee may request the board to approve a continuing education activity that is not automatically approved pursuant to subsection 2 above. The request must include the information described in paragraphs A–F below. The board will review the request for compliance with Section 1(4) and Section 2(1)(A) above.

A. Name of the program, name of the sponsor, method of presentation and outline of the subject matter to be covered;

 B. Name, title, professional degrees, credentials and qualifications of the presenter;

 C. Date, location and daily schedule of the program, including all start times, end times and scheduled breaks; and

 D. *[deleted]*

 E. *[deleted]*

 F. If available, a copy of a brochure or any written material publicizing the program.

**3. Naturopathic Doctor Standards For Continuing Education**

 1. **General Requirement**

A naturopathic doctor shall certify at time of license renewal to completion of 25 hours of continuing education during the preceding license year as set forth in this chapter. At least 7 of the 25 hours must be in pharmacology. To be eligible for credit, a continuing education activity must—

A. Directly relate to the knowledge or clinical practice of naturopathic medicine; and

B. Be either sponsored or presented by a pre-approved organization listed in subsection 3 below, or be specifically approved by the board upon request as set forth in subsection 4 below.

2. **Additional Continuing Education for Holders of the Naturopathic Acupuncture Specialty Certification**

A licensee who holds a naturopathic acupuncture specialty certification shall complete an additional 15 hours of continuing education specific to that specialty during the preceding license term. The additional 15 hours must meet the approval criteria for acupuncture continuing education activities set forth in Section 1(4) and Section 2(1)(A) above.

3. **Automatic Approval of Continuing Education Activities Sponsored or Presented by Pre-Approved Sponsors and Providers**

Continuing education activities offered by sponsors and providers whose past offerings, in the judgment of the board, have consistently met the approval criterion of Section 3(1)(A) above are eligible for credit without need of request. The board shall publish a current list of pre-approved sponsors and providers at the beginning of each license term and may update the list during the course of the license term as necessary. The board may monitor continuing education activities offered by pre-approved sponsors and providers for compliance with the approval criterion of Section 3(1)(A) above.

4. **Specific Approval of Continuing Education Activities**

A licensee may request the board to approve a continuing education activity that is not automatically approved pursuant to subsection 3 above. The request must include the information described in paragraphs A–D below. The board will review the request for compliance with Section 1(4) and (5) and Section 3(1)(A) above.

A. Name of the program, name of the sponsor, method of presentation and outline of the subject matter to be covered;

B. Name, title, professional degrees, credentials and qualifications of the presenter;

C. Date, location and daily schedule of the program, including all start times, end times and scheduled breaks; and

D. If available, a copy of a brochure or any written material publicizing the program.

**4. Certified Professional Midwives Standards For Continuing Education**

 1. **General Requirement**

A. A licensed certified professional midwife shall certify at time of license renewal to completion of 20 hours of continuing education during the preceding two years as set forth in this chapter. The continuing education cycle begins on October 1 of each even‑numbered year and ends on September 30 of the next even‑numbered year on a continuing basis thereafter.

1) Of the 20 hours, a minimum of 4 hours must be in pharmacology.

2) Of the 20 hours, no more than 5 hours may be in Category II.

B. To be eligible for credit, a continuing education activity must—

1) Directly relate to the knowledge, skills or clinical practice of midwifery; and

2) Be either sponsored or presented by a pre-approved organization listed in subsection 2 below, or be specifically approved by the board upon request as set forth in subsection 3 below.

C. Category I activities shall have a value of one hour for each 50 minutes of participation, or 10 hours per three-credit course.

D. Category II activities shall have a value of one hour for each 50 minutes of participation; 5 hours for each 3-credit course taught, or article or chapter published; a maximum of one hour for three or more hours of precepting.

E. For educators and presenters seeking Category II hours, a one-time credit of up to 5 hours will be allowed for the preparation of the initial course or presentation.

F. Category II activities include continuing health related education activities as described below

* + - 1. Exhibits or presentations offered to health professionals, such as poster presentations, workshops, lectures, or grand rounds;
			2. Papers published in midwifery, allied health, and medical journals;
			3. Articles or chapters authored and published in professional textbooks;
			4. Participation in quality improvement projects, peer review, case presentations, meetings that have a clinical focus, or midwifery/medical audits;
			5. Precepting midwifery students, medical students, residents, or nurses enrolled in midwifery or advanced practice registered nursing programs;
			6. Active participation in health-related original research;
			7. Teaching post-secondary courses which offer academic credit related to the practice of midwifery or women’s health; and
			8. Documented self-instruction such as reading midwifery, allied health and medical journals; listening to audio or videotapes; skills simulation; viewing slides; utilizing programmed or computer-assisted instruction.

2. **Automatic Approval of Continuing Education Activities Sponsored or Presented by Pre-Approved Sponsors and Providers**

The board shall publish a current list of pre-approved sponsors and providers at the beginning of each license year and may update the list during the course of the license year as necessary.

3. **Specific Approval of Continuing Education Activities**

A licensee may request the board to approve a continuing education activity that is not automatically pre-approved pursuant to subsection 2 above. The request must include the information described in paragraphs A–D below. The board will review the request for compliance with Section 1(4).

A. Name of the program, name of the sponsor, method of presentation and outline of the subject matter to be covered;

B. Name, title, professional degrees, credentials and qualifications of the presenter;

C. Date, location and daily schedule of the program, including all start times, end times and scheduled breaks; and

D. If available, a copy of a brochure or any written material publicizing the program.

**5. Certified Midwives Standards for Continuing Education**

 1. **General Requirement**

A licensed certified midwife shall certify at time of license renewal to completion of the following continuing education during the preceding two years as set forth in this chapter. The continuing education cycle begins on October 1 of each even‑numbered year and ends on September 30 of the next even‑numbered year on a continuing basis thereafter.

A. Seventy-five hours of continuing education.

B. Of the 75 hours a minimum of 30 hours must be in Category I, and up to 45 hours may be in Category II.

To be eligible for credit, a continuing education activity must—

C. Directly relate to the knowledge or clinical practice of midwifery; and

D. Be either sponsored or presented by a pre-approved organization listed in subsection 2 below, or be specifically approved by the board upon request as set forth in subsection 3 below.

E. Category I activities shall have a value of one hour for each 50 minutes of

participation, or 10 hours per three-credit course.

F. Category II activities shall have a value of one hour for each 50 minutes of participation; ten hours for each 3-credit course taught, or article or chapter published; a maximum of one hour for three or more hours of precepting.

For educators and presenters seeking Category II hours, a one-time credit of

up to 10 hours will be allowed for the preparation of the initial course

or presentation.

Category II activities include continuing health related education activities

performed by the licensee, such as:

* 1. Exhibits or presentations offered to health professionals, such as poster presentations, workshops, lectures, or grand rounds;
	2. Papers published in midwifery, allied health, and medical journals;
	3. Articles or chapters authored and published in professional textbooks;
	4. Participation in quality improvement projects, peer review, case presentation, meetings that have a clinical focus, or midwifery/medical audits;
	5. Precepting midwifery students, medical students, residents, or nurses enrolled in midwifery or advanced practice registered nursing programs;
	6. Active participation in health-related original research;
	7. Teaching courses which offer academic credit related to the practice of midwifery or women’s health; or
	8. Documented self-instruction such as reading midwifery, allied health and medical journals; listening to audio or videotapes; skill simulation; viewing slides; utilizing programmed or computer-assisted instruction.

2. **Automatic Approval of Continuing Education Activities Sponsored or Presented by Pre-Approved Sponsors and Providers**

The board shall publish a current list of pre-approved sponsors and providers at the beginning of each license year and may update the list during the course of the license year as necessary.

3. **Specific Approval of Continuing Education Activities**

A licensee may request the board to approve a continuing education activity that is not automatically pre-approved pursuant to subsection 2 above. The request must include the information described in paragraphs A–D below. The board will review the request for compliance with Section 1(4).

A. Name of the program, name of the sponsor, method of presentation and outline of the subject matter to be covered;

B. Name, title, professional degrees, credentials and qualifications of the presenter;

C. Date, location and daily schedule of the program, including all start times, end times and scheduled breaks; and

D. If available, a copy of a brochure or any written material publicizing the program.

STATUTORY AUTHORITY:

 32 MRS §§ 12516(1), 12526(3), 12538(2)

EFFECTIVE DATE:

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NON-SUBSTANTIVE CORRECTION:

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