



STATE OF MAINE
DEPARTMENT OF PROFESSIONAL
AND FINANCIAL REGULATION
Board of Occupational Therapy Practice
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GOVERNOR

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**Announcement Regarding Continuing Education Requirements
For Licensed Occupational Therapists and Occupational Therapy Assistants**

Effective immediately, **the Board will no longer require applicants for renewal to submit continuing education packets for approval prior to January 15th of odd numbered years** for the purpose of reporting continuing education activities, as outlined in Chapter 6 Section 4 of the Board's rules.

The Office of Licensing and Registration has adopted a continuing education audit rule which requires applicants for license renewal to certify to the completion of continuing education requirements on the renewal form. No additional information is required at the time of renewal.

However, you are still required to complete continuing education activities as described in Chapter 6, Section 3 of the board's rules on a biennial basis. Specifically, the Chapter 6, Section 3(D) rule describes the categories and activities that shall be accepted for licensure renewal. You are also responsible for maintaining and producing documentation of continuing education activities in the event your license is randomly selected for an audit. In the event of an audit, you will be required to submit materials to substantiate relevancy and applicability to the practice of Occupational Therapy.

A full copy of OLR Chapter 13 rule "Uniform Rule for the Substantiation of Continuing Education Requirements" can be accessed at the following website (Ref: 02 041):

<http://www.maine.gov/sos/cec/rules/02/041/041c013.doc>

For more information regarding this notification or questions regarding acceptable continuing education activities, please contact the Board at (207)624-8626.



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