

4741-1-11

**Form and content of continuing education hours.**

- (A) Veterinarians must report at least thirty hours of continuing education per renewal period. A minimum of twenty hours must be approved medical programs and directly related to the practice of veterinary medicine. No more than ten hours may be in practice management/professional development.

Registered veterinary technicians must report at least ten hours of continuing education per renewal period. A minimum of six hours must be approved medical programs and directly related to the practice of veterinary medicine. No more than four hours may be in practice management/professional development.

Hours earned above the required hours during a renewal period may not be carried over into subsequent renewal periods.

- (B) Programs, whether medical or practice management/personal development in nature, from the following entities shall be considered approved for continuing education hours:

(1) Programs of the American veterinary medical association (AVMA), its constituent organizations and its recognized specialty groups and accredited veterinary medical institutions;

(2) Programs of state veterinary medical associations or veterinary technician associations;

(3) Programs which are approved by the registry of the approved continuing education (RACE) of the American association of veterinary state boards (AAVSB); and

(4) Programs approved by the board, not associated with the above entities.

- (C) Continuing education programs may be either in person, online (presented live or recorded) or otherwise offered through means approved by the board. However at least twelve hours for veterinarians and four hours for registered veterinary technicians must be taken in person per renewal period unless a medical exemption is granted to a person by the board.

- (D) Programs which are considered practice management/professional development continuing education include subject matter that help make veterinary medical professionals more competent and capable in serving the public interest in the delivery of veterinary services but which is not necessarily medical or clinical in nature. They may include but are not limited to business management, regulatory compliance, jurisprudence, skills-based training in instrumentation, medical records,

software management, communication, and veterinary ethics. Programs in wellbeing may also qualify in this category.

- (E) A licensed veterinarian or registered veterinary technician applying for an initial renewal is not required to complete the continuing education requirements but shall certify that they graduated within that biennium of the renewal period.
- (F) Due to prolonged or extenuating illnesses or emergencies, alternative requirements for continuing education will be determined on a case by case basis. A request for waiver must be submitted to the board with documentation of the illness or emergency within thirty days of submission of a license or registration renewal.
- (G) Prior to the expiration of a biennial license or registration on March first, the executive director shall cause to be sent in January of the renewal year, a "Notice For Renewal Application" for a renewal cycle of the licensed veterinarian or a registered veterinarian technician. For the veterinarian holding a limited license, the executive director shall cause the biennial license renewal application to be sent in May of the odd numbered year. Renewal applicants must certify completion of required continuing education at the time of renewal.

Replaces: 4741.11

Effective:

Five Year Review (FYR) Dates:

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Certification

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Date

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