



THE STATE

of

ALASKA

*Department of Commerce, Community, and Economic Development
Division of Corporations, Business and Professional Licensing*

State Physical Therapy and Occupational Therapy Board

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Physical Therapy and Physical Therapy Assistant Continuing Education Worksheet

The State Physical Therapy and Occupational Therapy Board would like to provide guidance to physical therapists and physical therapy assistants regarding continuing education (CE) renewal requirements. While the board understands many courses and activities of interest to PT/PTA's have value to career development, the board will accept completed CE certificates per Alaska statutes and regulations.

The Board has reviewed the statutes and regulations for physical therapy continuing education requirements and provides the following direction to licensees:

All licensees should read the definition of physical therapy AS 08.84.190 and Article 3 of the regulations as the below information has been adapted from the statutes and regulations.

An applicant for renewal of a physical therapist or physical therapy assistant license who has been licensed for 12 months or more of the concluding licensing period shall have completed during that period 24 contact hours of continuing education.

An applicant for renewal who has been licensed for less than 12 months shall have:

1. completed during that period 12 contact hours of continuing education; or
2. passed the national physical therapy examination within 12 months immediately before the date that the applicant's license is due to lapse.

All applicants for renewal shall complete at least one-half of the required contact hours in courses or programs offered by an accredited academic institution or a professional organization approved by the board under 12 AAC 54.420(a). Review this law and then identify the approved provider with an X on each certificate of completion.

Continuing education activities are approved for continuing education credit if they meet the requirements of 12 AAC 54.420(c) To be accepted by the board, a continuing education course or activity must contribute directly to the professional competency of a physical therapist or physical therapy assistant and must be directly related to the skills and knowledge required to implement the principles and methods of physical therapy, as that term is defined in AS 08.84.190.

The board will review certificates and activities based on Alaska law per the below:

1. Continuing education requirements per: 12 AAC 54.410 through 12 AAC 54.420.
2. One half of the contact hours completed must be documented by a qualifying approved provider under 12 AAC 54.420(a).
3. Course content must meet the definition per AS 08.84.190 (5)-(7).
4. The certificate must be complete per centralized regulation 12 AAC 02.960 (1-5). Review each certificate and number each of the below directly on the certificate to identify you have a fully complete certificate and to be prepared if audited. If it is not complete, contact the provider to secure a new certificate.
 - a. Name of participant
 - b. Amount of continuing competency credit awarded
 - c. Description of the continuing competency activity
 - d. Dates of actual participation or successful completion
 - e. Name, mailing address and signature of the instructor, sponsor, or other verifier.

State Of Alaska

Physical Therapy Continuing Education Worksheet *(Per Article 3 Of Regulations)*

Print Name: _____ Circle License Type: PT PTA State of Alaska License No.: _____

COURSE TITLE AND BRIEF DESCRIPTION OF COURSE CONTENT	DATE COURSE COMPLETED (mm/dd/yyyy)	APPROVING ORGANIZATION (per 12 AAC 54.420)	NUMBER OF CONTACT HOURS EARNED	DID THIS COURSE CONTRIBUTE DIRECTLY TO PHYSICAL THERAPY SKILLS AND KNOWLEDGE? <u>Y/N</u> (per AS 08.84.190 and 12 AAC 54.420(c))	IS THE CERTIFICATE COMPLETE? Y/N (per 12 AAC 02.960)

This form may be copied if additional space is required	TOTAL HOURS OF CONTINUING EDUCATION	
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DO NOT MAIL THIS DOCUMENT OR CERTIFICATES TO THE BOARD UNLESS REQUESTED.
 KEEP ALL CERTIFICATES PER 12 AAC 54.430 AND 12 AAC 02.960

Applicant Signature: _____

Date: _____