

The new CE rules adopted by the LBVM, published/promulgated in the *Louisiana Register* on April 20, 2011, allow one-half of the required continuing education credits to be taken as compendium/self-help and online continuing education courses with third party grading; continuing education for annual renewal for registered veterinary technicians, and in-house continuing education programs for veterinarians; and related matters. The rules are effective for the period of time (July 1, 2010-June 30, 2011) for the 2011-2012 annual license and certification renewal, and every annual license and certification renewal period thereafter. Attached is a copy of the new CE rules for your convenience.

Please note that the existing requirement of LBVM pre-approval of all programs, by submission of the necessary information prior to 14 days before the start of the program, remains unaffected by the new rules.

#### **§400. Definitions**

*Contact Participation*—physical attendance at seminars, lectures, conferences, or workshops.

*Continuing Veterinary Education* - approved, accredited experience obtained from participation in post graduate veterinary studies, institutes, seminars, lectures, conferences, workshops, and other authorized forms of educational experiences so as to maintain and improve professional competencies for the health, welfare, and safety of the citizens and animals of Louisiana. A continuing veterinary education program accepted by another state's regulatory board of veterinary medicine, a governmental entity, and/or AAVSB, as well as those programs sponsored by AVMA accredited schools of veterinary medicine and/or any professional associations recognized by the board, shall be accepted as units or hours of continuing education; however, all other programs and/or their participants, including in-house programs, shall be required to obtain pre-approval from the board in accordance with Rule 409A.3 and 4, respectively.

*Continuing Veterinary Education Units*—units of measure approved by the Louisiana Board of Veterinary Medicine for the purpose of accreditation of various continuing education activities. One continuing education unit is equivalent to one hour of activity.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:1518.

HISTORICAL NOTE: Promulgated by the Department of Health and Hospitals, Board of Veterinary Medicine, LR 16:224 (March 1990), amended LR 19:1427 (November 1993), LR 33:648 (April 2007), repromulgated LR 33:847 (May 2007), LR 37:1152 (April 2011).

#### **§403. Continuing Veterinary Education Requirements**

A. A minimum of twenty (20) actual hours is required each fiscal year (July 1 through June 30) as a prerequisite for annual renewal of a license. Hours may be taken from:

1. A continuing veterinary education program accepted by another state's regulatory board of veterinary medicine, a governmental entity, and/or AAVSB, as well as those programs sponsored by AVMA accredited schools of veterinary medicine and/or any professional associations recognized by the board; however, any other programs and/or their participants, including in-house programs, shall be submitted to the board for pre-approval of the units or hours of continuing education in accordance with Rule 409A.3 and 4, respectively.

2. A maximum of ten hours of credit may be obtained in approved video taped, self-test programs with third party grading, and/or self-help instruction, including online instruction with third party grading;

3. The twenty hour requirement for annual renewal of a license may be taken in any combination of the following Board approved programs regarding subject matter content: clinical, alternative, regulatory, practice management, and/or research; however, the actual mediums of approved video taped, self-test programs with third party grading, and/or self-help instruction, including online instruction with third party grading, are limited to the ten hour maximum set forth in paragraph A.2 of this section.

B. Proof of attendance, which shall include the name of the course/program, name of sponsor, date(s) of attendance, hours attended, and specific subjects attended, shall be attached to the annual re-registration form.

C. All hours shall be obtained in the 12 months preceding the renewal period of the license. Hours taken prior to the 12-month continuing education period will not be accepted. Hours taken after the beginning of the renewal

period will require payment of the late fee, and may require the payment of a fine of up to \$50, as set forth in §413.D. Hours submitted as the late continuing education, if accepted by the board in accordance with §413.D, cannot be applied to other renewal periods.

D. Employment at an accredited school or college of veterinary medicine will not be accepted in lieu of performance of the required hours of continuing education.

E. Presenters of approved continuing education programs may not submit hours for their presentation of, or preparation for, the program as continuing education.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:1518.

HISTORICAL NOTE: Promulgated as §405 by the Department of Health and Hospitals, Board of Veterinary Medicine, LR 16:224 (March 1990), amended LR 19:1427 (November 1993), LR 23:1147 (September 1997), LR 28:1208 (June 2002), LR 33:649 (April 2007), repromulgated LR 33:847 (May 2007), LR 36:319 (February 2010), LR 37: 1152 (April 2011).

#### **§409. Approved Continuing Education Programs**

A. It shall be the duty of the Louisiana Board of Veterinary Medicine to approve all continuing veterinary education programs for which credit shall be given to Louisiana licensed veterinarians as follows.

1. All units or hours from contact participation programs listed on the pre-approved list of the Board shall be accepted, as well as all units or hours from contact participation from programs accepted by another state's regulatory board of veterinary medicine, a governmental entity, and/or AAVSB, as well as those programs sponsored by AVMA accredited schools of veterinary medicine and/or any professional associations recognized by the board.

2. The list of programs for which pre-approval has been granted will be updated as needed and published by the Board on its website, as well as those programs which are accepted by another state's regulatory board of veterinary medicine, a governmental entity, and/or AAVSB, and those programs sponsored by AVMA accredited schools of veterinary medicine and/or any professional associations recognized by the board.

3. Additions to the list of pre-approved programs may be requested by writing to the board office and submitting documentation as required by the office. All programs not on the pre-approved list must be submitted for pre-approval at least 14 days prior to the date of the program for the units or hours to be credited. Pre-approval may be obtained by writing or calling the board office during regular business hours.

4. An in-house continuing education program may be approved by the board if such program's subject matter content complies with the Board's rules, and the program is open by invitation/advertisement to interested veterinarians in general who are not associated with the in-house practice at issue at least ten calendar days prior to the commencement of the program. The general requirements regarding continuing education, including timely submission for pre-approval of the program by the board, continues to apply.

5. In order to qualify for board approval, all continuing education programs must be open by invitation/advertisement to interested veterinarians in general.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:1518.

HISTORICAL NOTE: Promulgated by the Department of Health and Hospitals, Board of Veterinary Medicine, LR 16:224 (March 1990), amended LR 19:1428 (November 1993), LR 33:649 (April 2007), repromulgated LR 33:848 (May 2007), LR 36:319 (February 2010), LR 37: 1152 (April 2011).

#### **§413. Non-Compliance**

A. Complete compliance with these rules (Chapter 4) is a prerequisite for renewal of a veterinarian's license on and after July 1, 1989.

B. Non-compliance with these rules shall be considered to be a violation of R.S. 37:1526(14).

C. Failure to submit records of continuing veterinary education pursuant to §405.C or falsifying certification shall be considered a violation of R.S. 37:1526(14) and/or (15).

D. Failure to obtain the required number of hours in the specified time period shall be considered a violation of the rules of professional conduct. A grace period of no more than 90 days may be granted by petitioning the board for an extension. A late fee of \$25 and a fine of up to \$50 may be levied.

E. The promulgation of rule amendments by the board published in the *Louisiana Register* on January 20, 2011 shall become effective for the period of time (July 1, 2010-June 30, 2011) for the 2011-2012 annual license renewal and every annual license renewal period thereafter.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:1518.

HISTORICAL NOTE: Promulgated by the Department of Health and Hospitals, Board of Veterinary Medicine, LR 16:225 (March 1990), amended LR 19:1428 (November 1993), LR 33:649 (April 2007), repromulgated LR 33:848 (May 2007), LR 36:320 (February 2010), LR 37: 1153 (April 2011).

### **§811. Certificate Renewal; Late Charge, Continuing Education**

A. All certificates of approval shall expire annually at midnight September 30. Certificates shall be renewed by completing a re-registration form, which shall be provided by the board, and by payment of the annual renewal fee established by the board. Each year, 90 days prior to the expiration date of the certificate of approval, the board shall mail a notice to each registered veterinary technician stating the date his certificate will expire and providing a form for re-registration.

B. The annual renewal registration must be countersigned by the employing licensed veterinarian.

C. Any application for renewal of a certificate of approval and/or any payment of the annual renewal of certificate fee which is postmarked after September 30 of each year shall be subject to all accrued fees and an additional late fee of \$20 per fiscal year.

D. Continuing Education Requirements

1. A minimum of ten continuing education units is required each fiscal year (July 1 through June 30) as a prerequisite for renewal of certification. An RVT who fails to obtain a minimum of ten continuing education units within the applicable fiscal period will not meet the requirements for renewal of his certificate.

2. Any programs accepted by another state's regulatory board of veterinary medicine, a governmental entity, and/or AAVSB, as well as those programs sponsored by AVMA accredited schools of veterinary medicine and/or any professional associations recognized by the board shall be accepted as units or hours of annual continuing education. All other continuing education programs must be approved by the board prior to attendance with the subject matter content properly addressing the clinical practice of a registered veterinary technician. Those continuing education programs not timely submitted in accordance with subsection F below will not be allowed for annual continuing education credit.

3. Proof of attendance, which shall include the name of the course, date(s) of attendance, hours attended, and specific subjects attended, shall be attached to the annual renewal form. Proof of attendance must include verification from the entity providing or sponsoring the educational program. However, the actual mediums of video taped, self-test programs with third party grading, and/or self-help instruction, including online instruction with third party grading, are limited to five hours per fiscal period (July 1 through June 30). The requirement of timely pre-approval of the program by the board shall apply.

4. All hours shall be obtained for the applicable fiscal year (July 1 through June 30) preceding the renewal period of the certificate.

5. Each RVT must fulfill his annual educational requirements at his own expense or through a sponsoring agency other than the board.

6. Employment at an accredited school or college will not be accepted in lieu of performance of the required hours of continuing education.

7. Presenters of an approved continuing education program may not submit hours for their presentation of, or preparation for, the program as continuing education.

E. Failure to Meet Requirements

1. If an RVT fails to obtain a minimum of ten continuing education units within the prescribed fiscal period, his certificate shall automatically expire on September 30, and shall remain expired until such time as the continuing education requirements have been met and documented to the satisfaction of the board. If the RVT practices during the period of such expiration, then he is subject to disciplinary action by the board.

2. The board may grant extensions of time for extenuating circumstances. The RVT must petition the board at least 30 days prior to the expiration of the certificate. The board may require whatever documentation it deems necessary to verify the circumstances necessitating the extension.

#### F. Approved Continuing Education Programs

1. Organizations sponsoring a continuing education program for RVTs which is required to obtain pre-approval must submit a request for approval of the program to the board no less than 14 days prior to the commencement of the program. Information to be submitted shall include:

- a. the name of the proposed program;
- b. course content; and
- c. the number of continuing education units to be obtained by attendees.

2. RVTs may also submit a request for approval of a continuing education program which is required to obtain pre-approval, however, it must be submitted to the board no less than 14 days prior to the commencement of the program. Information to be submitted shall comply with the requirements of Section 811.F.1

3. Continuing education units which are submitted for renewal and were not pre-approved by the board may be reviewed by the board. If the units are not approved, the RVT will be required to take additional continuing education in an approved program prior to renewal of his certificate.

G. The promulgation of rules by the board published in the *Louisiana State Register* on January 20, 2011 shall become effective for the period of time (July 1, 2010 - June 30, 2011) for the 2011 - 2012 annual certificate renewal and every annual certificate renewal period thereafter.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:1549.

HISTORICAL NOTE: Promulgated by the Department of Health and Hospitals, Board of Veterinary Medicine, LR 16:227 (March 1990), amended LR 23:1686 (December 1997), LR 26:84 (January 2000), LR 36: 320 (February 2010), LR 37: 1153 (April 2011).

### **§1227. Continuing Education**

#### A. Basic Requirements

1. A minimum of six continuing education units is required each fiscal year (July 1 through June 30) as a prerequisite for renewal of certification. A CAET who fails to obtain a minimum of six continuing education units within the prescribed 12-month period will not meet the requirements for renewal of his certificate.

2. Any programs accepted by another state's regulatory board of veterinary medicine, a governmental entity, and/or AAVSB, as well as those programs sponsored by AVMA accredited schools of veterinary medicine and/or any professional associations recognized by the board shall be accepted as units or hours of annual continuing education. All other continuing education programs must be approved by the board prior to attendance.

3. Proof of attendance, which shall include the name of the course, date(s) of attendance, hours attended, shall be attached to the annual renewal form. Proof of attendance must include verification from the entity providing or sponsoring the educational program. However, the actual mediums of video tapes, self-test programs with third party grading, and/or self-help instruction, including online instruction, with third party grading, are limited to three hours per fiscal year period (July 1 through June 30). The requirement of pre-approval of the program by the board continues to apply for those programs not accepted by another state's regulatory board of veterinary medicine, a governmental entity, and/or AAVSB, as well as those programs not sponsored by AVMA accredited schools of veterinary medicine and/or any professional associations recognized by the board.

4. All hours shall be obtained in the 12 months preceding the renewal period of the certificate.

5. Each CAET must fulfill his annual educational requirements at his own expense or through a sponsoring agency other than the board.

B. Failure to Meet Requirements

1. If a CAET fails to obtain a minimum six continuing education units within the prescribed 12-month period, his certificate shall be expired and his certificate shall remain expired until such time as the continuing education requirements have been met and documented to the satisfaction of the board.

2. The board may grant extensions of time for extenuating circumstances. The CAET must petition the board at least 30 days prior to the expiration of the certificate. The board may require whatever documentation it deems necessary to verify the circumstances necessitating the extension.

C. Approved Continuing Education Programs

1. Organizations sponsoring a continuing education program for CAETs which is required to obtain pre-approval must submit a request for approval of the program to the board no less than 14 days prior to the commencement of the program. Information to be submitted shall include:

- a. the name of the proposed program and sponsor organization;
- b. course content;
- c. the number of continuing education units to be obtained by attendees.

2. CAETs may also submit a request for approval of a continuing education program which is required to obtain pre-approval, however, it must be submitted to the board no less than 14 days prior to the commencement of the program. Information to be submitted shall comply with the requirements of Section 1227.C.1.

3. Continuing education units which are submitted for renewal and were not pre-approved by the board may be reviewed by the board. If units are not approved, the CAET will be required to take additional continuing education in an approved program prior to renewal of his certificate.

D. The promulgation of rule amendments by the board published in the *Louisiana State Register* on January 20, 2011 shall become effective for the period of time (July 1, 2010 - June 30, 2011) for the 2011 - 2012 annual certificate renewal and every annual certificate renewal period thereafter.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:1558.

HISTORICAL NOTE: Promulgated by the Department of Health and Hospitals, Board of Veterinary Medicine, LR 26:321 (February 2000), amended LR 36: 320 (February 2010), LR 37: 1153 (April 2011).