

Oregon Board of Psychologist Examiners
CONTINUING EDUCATION REQUIREMENTS
Overview

The complete CE rules can be found at [OAR 858 Ch. 40](#).

WHAT counts as CE

Basic Requirements (858-040-0015)

Licensees must earn at least 50 CE credits completed during the two-year period immediately preceding the renewal date. This must include 4 hours of professional ethics.

Qualified Programs (858-040-0035)

Specific programs qualify as acceptable continuing education if they are formal programs of learning that contribute directly to the professional competence of the licensee.

The subject matter must deal primarily with substantive psychological issues, skills or laws, rules and ethical standards related to your role as a psychologist or psychologist associate.

The program must be conducted by a qualified instructor or discussion leader whose background, training, education or experience makes it appropriate for the person to make a presentation or lead a discussion on the subject matter.

The program must provide a record of attendance, such as a certificate of completion.

Examples: Workshops or conference sessions held by professional organizations; university or college courses (including internet courses); *formally organized* workplace education programs or study groups; paid supervision or consultation received; published books or articles; home study courses; volunteer service as a lecturer or speaker; among others.

Programs that do not Qualify (858-040-0036)

Computer skills, case staffing meeting, yoga, marketing, investments, managed care organization meetings, among others.

Credit Hours Granted (858-040-0055)

One credit hours = one actual hour attended. For an instructor/discussion leader/speaker: one credit hour = one hour of presentation time, and one credit hour = one hour of preparation time *for new material only* (limit 2 hours of preparation per one hour of presentation).

Some limits apply to the number of hours accepted for specific categories.

WHEN to report

Licensees report their CE credits at renewal. Renewal notices are mailed about 6 weeks prior to the due date. The renewal form contains a “continuing education report” section for you to fill in how many CE credits you have earned during the preceding licensing period.

Exception: If your last renewal period was the prorated transition period (for birth month renewals), then you may count any CE earned during that time towards the next full license period. For odd licensees, this is the period from January 1, 10 through your birth month 2011. For even licensees, this is the period from January 1, 2011 through your birth month 2011. See the table on the next page.

New licensees (licensed less than one year) are not required to complete or report any CE. After a new licensee’s first renewal, they will begin accumulating their 50 hours to be reported at their second renewal. The pain management requirement must be completed during in the first CE reporting period.

HOW to document CE (Audits)

Evidence of Completion (858-040-0065)

Acceptable documentation includes: transcripts, certificates of attendance, study group syllabus, copies of published materials, copies of cancelled checks (for paid supervision or consultation), among others. You must retain documentation for two years *after* the reporting period. You will only submit your "CE tracking tool" and CE documentation if you are randomly selected for an audit. *Please do not send these materials in with your renewal.*

Random Audit (858-040-0075)

OBPE randomly audits 20% of licensees for compliance with the CE requirements. Licensees selected for a random audit will be asked to submit documentation of all continuing education for the preceding two year licensure period. Licensees will be notified and given 30 days to correct any deficiencies.

Hardship (858-040-0015)

The Board may grant exemptions in whole or in part from continuing education requirements, including extension of deadlines, in documented hardship cases.

Failure to Comply (858-040-0095)

Licensees who submit incomplete, unacceptable, or late CE Reports will be assessed a \$200 delinquent fee.

Odd License CE Schedule

Birth Month	Transition period (prorated)	CE hours due	License period (2 years)	CE hours due	CE hours reported in birth month 2012
January	1/1/10 - 1/31/10	0	2/1/10 - 1/31/12	50	50 between 1/1/10 & 1/31/12
February	1/1/10 - 2/28/10	0	3/1/10 - 2/28/12	50	50 between 1/1/10 & 2/28/12
March	1/1/10 - 3/31/10	0	4/1/10 - 3/31/12	50	50 between 1/1/10 & 3/31/12
April	1/1/10 - 4/30/10	0	5/1/10 - 4/30/12	50	50 between 1/1/10 & 4/30/12
May	1/1/10 - 5/31/10	0	6/1/10 - 5/31/12	50	50 between 1/1/10 & 5/31/12
June	1/1/10 - 6/30/10	0	7/1/10 - 6/30/12	50	50 between 1/1/10 & 6/30/12
July	1/1/10 - 7/31/10	0	8/1/10 - 7/31/12	50	50 between 1/1/10 & 7/31/12
August	1/1/10 - 8/31/10	0	9/1/10 - 8/31/12	50	50 between 1/1/10 & 8/31/12
September	1/1/10 - 9/30/10	0	10/1/10 - 9/30/12	50	50 between 1/1/10 & 9/30/12
October	1/1/10 - 10/31/10	0	11/1/10 - 10/31/12	50	50 between 1/1/10 & 10/31/12
November	1/1/10 - 11/30/10	0	12/1/10 - 11/30/12	50	50 between 1/1/10 & 11/30/12
December	1/1/10 - 12/31/10	0	1/1/11 - 12/31/12	50	50 between 1/1/10 & 12/31/12

Even License CE Schedule

Birth Month	Transition period (prorated)	CE hours due	License period (2 years)	CE hours due	CE hours reported in birth month 2013
January	1/1/11 - 1/31/11	0	2/1/11 - 1/31/13	50	50 between 1/1/11 & 1/31/13
February	1/1/11 - 2/28/11	0	3/1/11 - 2/28/13	50	50 between 1/1/11 & 2/28/13
March	1/1/11 - 3/31/11	0	4/1/11 - 3/31/13	50	50 between 1/1/11 & 3/31/13
April	1/1/11 - 4/30/11	0	5/1/11 - 4/30/13	50	50 between 1/1/11 & 4/30/13
May	1/1/11 - 5/31/11	0	6/1/11 - 5/31/13	50	50 between 1/1/11 & 5/31/13
June	1/1/11 - 6/30/11	0	7/1/11 - 6/30/13	50	50 between 1/1/11 & 6/30/13
July	1/1/11 - 7/31/11	0	8/1/11 - 7/31/13	50	50 between 1/1/11 & 7/31/13
August	1/1/11 - 8/31/11	0	9/1/11 - 8/31/13	50	50 between 1/1/11 & 8/31/13
September	1/1/11 - 9/30/11	0	10/1/11 - 9/30/13	50	50 between 1/1/11 & 9/30/13
October	1/1/11 - 10/31/11	0	11/1/11 - 10/31/13	50	50 between 1/1/11 & 10/31/13
November	1/1/11 - 11/30/11	0	12/1/11 - 11/30/13	50	50 between 1/1/11 & 11/30/13
December	1/1/11 - 12/31/11	0	1/1/12 - 12/31/13	50	50 between 1/1/11 & 12/31/13