

REMINDER NOTICE TO ALL HEALTH-RELATED LICENSEES AND FUNERAL DIRECTORS

ACT 31 OF 2014 – INITIAL TRAINING AND CONTINUING EDUCATION IN CHILD ABUSE
RECOGNITION AND REPORTING REQUIREMENTS

The Bureau of Professional and Occupational Affairs (BPOA), in conjunction with the Department of Human Services (DHS), is providing advance notice to all health-related licensees and funeral directors that are considered “mandatory reporters” under section 6311 of the Child Protective Services Law (CPSL) (23 P.S. § 6311), as amended, that EFFECTIVE JANUARY 1, 2015, all persons applying for issuance of an initial license shall be required to complete 3 hours of DHS-approved training in child abuse recognition and reporting requirements as a condition of licensure.

Additionally, EFFECTIVE WITH THE FIRST LICENSE RENEWAL AFTER JANUARY 1, 2015, all health-related licensees and funeral directors applying for the renewal of a license issued by the Board shall be required to complete at least 2 hours of Board-approved continuing education in child abuse recognition and reporting requirements as a condition of renewal.

Please note that Act 31 applies to all health-related licensees, regardless of whether they are subject to the continuing education requirements of the applicable board.

More information regarding this requirement will be posted on the BPOA website as it becomes available.

Approved providers may be reviewed at the following link:

http://www.portal.state.pa.us/portal/server.pt/community/con_ed_providers/21920

Act 31 may be reviewed at the following link:

<http://www.legis.state.pa.us/cfdocs/Legis/LI/uconsCheck.cfm?txtType=HTM&yr=2014&sessInd=0&smthLwInd=0&act=31>.

Upcoming Renewals and Your Address

Each licensee should make sure that his or her current address is on record with the Board. This will ensure that renewal forms and all communications from the Board will be sent to the proper address and can expedite the renewal process. Licensees can check, and if necessary,

change their address on the My License website www.mylicense.state.pa.us. First time users will need their registration code located on the Board issued wallet card.

Continuing Education

According to the Practice Act/Law, all continuing education must be acceptable to the Board. In order for courses to be acceptable they must have been provided by a pre-approved provider or approved by the Board. Additionally, the Board will not accept course of study which do not relate to the actual practice of optometry, such as studies in office management or financial procedures. It is the licensee's responsibility to ensure that the CE courses taken are acceptable to the PA Board.

Common errors of CE management can be averted if you follow some of these suggestions:

1. Check that the course was given by one of the pre-approved providers, listed in §23.86(a) of the rules and regulations, available at the Board's web page www.dos.state.pa.us/opt, or that the course was Board approved by checking the list under the links "Licensure Information" and "List of Approved CE Programs" from the Board's web page.
2. Check that the course content is acceptable under §23.83. The Board will not accept courses of study which do not relate to the actual practice of optometry, such as studies in office management or financial procedures.
3. Maintain your certificates for 6 years after the completion of any course.
4. If the certificate you receive after taking a CE course does not have the following evidence of completion, contact the provider immediately and request a reprinted certificate that contains all of the information - Name and address of licensee, dates attended, course title (and, if applicable, the course number assigned by the Board), the name of the sponsor and/or instructor. If you experience difficulty in obtaining a certificate of attendance, please contact the Board with as much of the information, listed above, as you are able to provide.
5. The Board may make exceptions to the continuing education program requirements in emergency or hardship cases. An exception must be approved PRIOR to answering that you completed the continuing education requirement during your renewal process. Please contact the Board as early as possible and maintain documentation of any claimed emergency or hardships.

PA State Board of Optometry