

307. Continuing Professional Competency Requirements for Licensure Renewal for Physical Therapy Assistants

The purpose of this rule is to establish a continuing professional competency program pursuant to section 12-41-208.5, C.R.S., wherein a physical therapist assistant shall maintain and demonstrate continuing professional competency in order to renew a license to practice as a physical therapy assistant in the state of Colorado.

Furthermore, pursuant to section 12-41-114.6(2), C.R.S., records of assessment or other documentation developed or submitted in connection with the continuing professional competency program are confidential and not subject to inspection by the public or discovery in connection with a civil action against a physical therapist assistant. A person or the Board shall not use the records or documents unless used by the Board to determine whether a physical therapist assistant is maintaining continuing professional competency to engage in the profession.

A. Definitions

1. **Assessment of Knowledge and Skills (AKS):** an objective third-party assessment that compares a licensee's knowledge, skills, and abilities to the standards for entry-level practice.
2. **Continuing Professional Competency:** the ongoing ability of a physical therapist assistant to learn, integrate, and apply the knowledge, skills, and judgment to practice as a physical therapist assistant according to generally accepted standards and professional ethical standards.
3. **Continuing Professional Development (CPD):** the Board program through which a licensee can satisfy the continuing professional competency requirements in order to renew, reinstate, or reactivate a license.
4. **Deemed Status:** A method to satisfy continuing professional competency requirements. A licensee who satisfies the continuing professional competency requirements of a Colorado state agency or department, an accrediting body recognized by the Board, or an entity approved by the Board pursuant to section 12-41-114.6(1)(c), C.R.S., may qualify under this method in lieu of completing the Board's CPD program.
5. **Learning Plan:** a Board approved form through which a licensee documents his/her goals and plans of learning that were developed from his/her Reflective Self-Assessment (RSAT), which is defined below, and AKS (when appropriately applied).
6. **Military Exemption:** A method to satisfy continuing professional competency requirements. A licensee who has been approved for this exemption will not be required to meet continuing professional competency requirements during the renewal period in which he/she was approved by the Division of Professions and Occupations.
7. **Professional Development Activities (PDA):** learning activities undertaken to increase the licensee's knowledge and skill or hone existing knowledge and skill for the purpose of continuing professional development.
8. **Reflective Self-Assessment Tool (RSAT):** a reflective practice tool in which a licensee can reflect upon his/her knowledge and skills pertaining to the foundational areas of physical therapy practice taking into account the licensee's current level and area of

practice.

B. Continuing Professional Competency Requirements

1. Effective **after the 2018 license renewal**, or upon the completion of the first renewal of a license thereafter, the licensee shall demonstrate continuing professional competency in order to renew a license by:
 - a. Participation in the Continuing Professional Development (CPD) program;
 - b. Participation in a program of continuing professional competency through a Colorado state agency or department, including continuing competency requirements imposed through a contractual arrangement with a provider as set forth in section 12-41-114.6(1)(c), C.R.S. This status is defined as "Deemed Status" in section A(4) of this rule and further described in section D of this rule; or
 - c. Receiving an exemption for military service as defined in section 12-70-102, C.R.S. Military exemptions must be approved by the Division of Professions and Occupations. Licensees seeking a military exemption shall submit a request in writing with evidence that the licensee's military service meets the criteria established in section 12-70-102, C.R.S., and section E of this rule.
2. A licensee shall attest at the time of the renewal of a license to his/her compliance with continuing professional competency requirements.

C. Continuing Professional Development Program

1. The Continuing Professional Development (CPD) program entails the following:
 - a. The licensee shall complete the Reflective Self-Assessment Tool (RSAT) once per 2- year renewal period. A licensee shall use the Board approved form.
 - i. The execution of a Learning Plan once per 2-year renewal period that is based upon the licensee's Reflective Self-Assessment Tool (RSAT) or Assessment of Knowledge and Skills (AKS). A licensee shall use the Board approved form.
 - ii. Accrual of 30 points of Professional Development Activities (PDA) per 2-year renewal period.
2. Professional Development Activities (PDA)
 - a. Professional Development Activities must be relevant to the licensee's practice as a physical therapist assistant and pertinent to his/her Learning Plan. The Board will not pre-approve specific courses or providers. The licensee shall determine which activities and topics will meet his/her Learning Plan, and select an appropriate provider.
 - b. Professional Development Activities are separated into Category I, Category II, and Category III activities and each category has a corresponding point value. Points

are used in lieu of continuing education units (CEU) or contact hours to allow credit for non-continuing education type activities.

- c. Points will be accepted if the activity is included in the Board's *Professional Development Activities List*. The Board may accept or reject activities submitted for consideration that are not identified on its list.
 - d. A minimum of 15 of the required 30 points must be Category I activities.
 - e. Professional Development Activities will only apply for one 2-year renewal period.
 - f. Professional Development Activities must be measured by a contact hour to credit hour ratio.
3. The completion of an Assessment of Knowledge and Skills (AKS) will not be accepted more than once every 10 years.
- a. An AKS must meet the following criteria:
 - i. Be drafted and validated by qualified physical therapists and psychometricians;
 - ii. Be comprised of evidence based practice;
 - iii. Be maintained for relevancy and advancements in and affecting the profession; and
 - iv. Provide feedback to the participant/licensee regarding his/her performance and suggested learning opportunities to enhance his/her knowledge and skills.
 - b. Administrative Approval. The Board finds the following AKSs to have met the criteria established in section C(3)(a) of this rule, and are administratively approved by the Board:
 - i. The online continuing competence learning and assessment tool (oPTion) administered by the Federation of State Boards of Physical Therapy (FSBPT).
 - ii. If the AKS is not listed as administratively approved by the Board in this rule, then additional documentation demonstrating the AKS satisfies the Board criteria will be required prior to registering and completing the AKS.
 - c. The licensee may count the completion of an AKS as a Category I activity toward a mandatory 30 PDA points for the corresponding 2-year renewal period in compliance with the State Physical Therapy Board's *Professional Development Activities List* for assigned point values.
4. Audit of Compliance. The following documentation is required for an audit of compliance of a licensee's Continuing Professional Development:
- a. The Learning Plan that is signed and executed which contains the licensee's goals in the form and manner as approved by the Board.

- b. A certificate of completion or other report issued by the AKS provider indicating the name of the licensee, AKS title, content, and the licensee's date of completion.
- c. Documentation of 30 points of Professional Development Activities in compliance with the State Physical Therapy Board's *Professional Development Activities List* for documentation requirements for PDAs.
- d. The Board may accept or reject Professional Development Activities (PDA) that do not meet the criteria established by the Board for PDA or standards of quality as defined in the State Physical Therapy Board's *Professional Development Activities List, Standards of Quality for Category I Continuing Education Activities*, and this rule.

D. Deemed Status. The following criteria must be met in order to claim this status:

- 1. In order to renew a license, a licensee shall attest to his/her Deemed Status.
- 2. To qualify, the licensee must be in full compliance with the requirements of his/her state agency or department during the entire 2-year renewal period of his/her physical therapist license and on track to successfully complete that program or have successfully completed it.
- 3. Licensees claiming Deemed Status are subject to an audit of compliance. To satisfy an audit of compliance, the licensee shall submit appropriate evidence of participation in a qualifying program through submission of:
 - a. Proof from the Colorado state agency or department or contractual entity verifying that the licensee is in compliance with its continuing professional competency program; and
 - b. A letter from his/her employer certifying dates of employment for the entire 2-year license renewal period, without any break; or
 - c. Other documentation approved by the Board which reflects the licensee's compliance with a program of continuing professional competency.

E. Military Exemption. Pursuant to section 12-70-102, C.R.S., licensees who have been called to federally funded active duty for more than 120 days for the purpose of serving in a war, emergency, or contingency may request an exemption from the continuing professional competency requirements for the renewal, reinstatement, or reactivation of his/her license for the 2-year renewal period that falls within the period of service or within six months following the completion of service.

- 1. Military exemptions must be approved by the Division of Professions and Occupations. Licensees seeking a military exemption shall submit a request in writing with evidence that the licensee's military service meets the criteria established in section 12-70-102, C.R.S.
- 2. After being granted a military exemption, in order to complete the renewal process, a licensee shall attest to his/her military exemption.

- F. Records Retention. A licensee shall retain documentation demonstrating his/her compliance for 2 complete 2-year renewal periods.
- G. Non-Compliance. Falsifying an attestation or other documentation regarding the licensee's compliance with continuing professional competency requirements constitutes the falsification of information in an application and may be grounds for discipline pursuant to sections 12-41- 115(1)(k) and (r), C.R.S.
- H. Reinstatement and Reactivation. A licensee seeking to reinstate or reactivate a license which has been expired or inactivated for 2 years or less shall meet the competency requirements outlined in Rule 207(B).