

6900.0300 CONTINUING EDUCATION.

Subpart 1. **Requirement.** Except as provided in subpart 1a, every podiatrist licensed to practice in Minnesota shall obtain 30 clock hours of continuing education in each two-year cycle of license renewal.

Subp. 1a. **Prorating continuing education hours.** The number of continuing education hours required during the initial licensure period is that fraction of 30 hours, to the nearest whole hour, that is represented by the ratio of the number of days the license is held in the initial licensure period to 730 days.

Subp. 2. **Obtaining continuing education hours.** Continuing education hours shall be obtained in the following manner:

A. attendance at educational programs approved by the board or the Council on Podiatric Medical Education under subpart 3 or completion of verifiable home study programs under subpart 3b;

B. attendance at hospital staff meetings (no more than three hours of hospital staff meetings may be used for license renewal each year); or

C. participation in acceptable graduate training.

Subp. 3. **Requirements of program approval.** Each continuing education program used to meet the license renewal requirements must be approved by the board or the Council of Podiatric Medical Education before the program is accepted, based on the following criteria:

A. The content must be directly related to the practice of podiatric medicine as defined in Minnesota Statutes, section 153.01, subdivision 2. Subjects such as practice management or those not of a scientific nature are not acceptable unless approved by the Council of Podiatric Medical Education.

B. The speaker must be a licensed podiatrist, other credentialed health care professional, or person especially qualified to address the subject.

C. The sponsor must provide the attendee a written statement of attendance that includes the name and dates of the program, the name and address of the sponsor, the number of continuing education clock hours granted by the sponsor and approved by the board or the Council of Podiatric Medical Education if prior approval has been sought, the name of the attendee and a signature of the sponsor or designee.

Subp. 3a. **Procedure for programs approved by board.** Either the sponsor of a continuing education program or a licensee may submit the program for approval by the board.

The following information about the program is required:

- A. name and address of the program sponsor;
- B. dates and times of the program;
- C. subject or content matter of each item on the program together with the amount of time devoted to the subject;
- D. name of and identifying information about the speakers or instructors; and
- E. assurance that a written statement of attendance will be given to the podiatrist.

The board shall approve each continuing education program for a specific number of clock hours of continuing education. One clock hour is 60 minutes. Lunch breaks, rest periods, greetings, and other noneducational time will not be included.

Subp. 3b. **Home study programs.** The criteria listed in subpart 3 for program approval shall apply to home study programs to the extent the criteria are relevant to home study programs. In addition, the sponsor of the home study program must verify that the licensee has completed the program by means of an independently scored quiz related to the subject matter of the program or other procedure that is approved by the board.

Subp. 4. **Proof of attendance.** Proof of attendance at continuing education programs meeting the requirement of this part shall be submitted to the board within the renewal period in which it was attended in the form of a certificate, descriptive receipt, or affidavit.

Subp. 5. [Repealed, 15 SR 2629]

Subp. 6. **Extension of continuing education requirements.** For good cause, a licensee may apply to the board for a six-month extension of the deadline for obtaining the required number of continuing education credits. No more than two consecutive extensions may be granted. For purposes of this subpart, good cause includes unforeseen hardships such as illness, family emergency, and military call-up.

Statutory Authority: *MS s 153.02; 153.16; 214.06; 214.12*

History: *13 SR 1237; 15 SR 2629; 18 SR 620; 20 SR 168; 24 SR 1069*

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