

APPROVED CEUS
By _____
Date _____

STATE OF MAINE
DEPARTMENT OF PROFESSIONAL AND FINANCIAL REGULATION
BOARD OF OCCUPATIONAL THERAPY PRACTICE
35 STATE HOUSE STATION
AUGUSTA, MAINE 04333

REPORTING PERIOD: 4/1/07-3/31/09

CONTINUING EDUCATION DOCUMENTATION FORM - 36 CEU REQUIREMENT

*** IS THIS A NEW ADDRESS?

YES

NO

Name: _____ License #: _____

Address: _____

Telephone: _____ OTR: _____ COTA: _____

Present Employment: _____

Requirements: 3.6 CEUs (36 hours); 1 CEU = 10 hours.

(Please print)

1. Academic - verified by official transcript from accredited school:

TITLE	DATE(S)	CEUs	HOURS
(limit 2.4 CEUs or 24 contact hours)		Totals	

2. Workshops - documented by certificate of attendance or other verifiable evidence:

TITLE	DATE(S)	CEUs	HOURS
(limit 2.4 CEUs or 24 contact hours)		Totals	

3. Teaching - documented by curriculum outline, copy of presentation and description. Indicate amount of time for preparation and amount of time for presentation(2hrs prep for each 1hr presentation):

TITLE	DATE(S)	CEUs	HOURS
(limit 2.4 CEUs or 24 contact hours)		Totals	

4. Professional writing/research which results in publication:

TITLE	DATE(S)	CEUs	HOURS
(limit 2.4 CEUs or 24 contact hours)		Totals	

5. Work related/on site education/training attended, does not include employee orientations or staff meetings documented by certification of attendance or other verifiable evidence:

TITLE	DATE(S)	CEUs	HOURS
(limit 1.0 CEUs or 10 contact hours)		Totals	

6. Independent Study - includes individual study (books, journals, tapes) and should be documented by title, author, topic, time spent, and completion date:

TITLE	DATE(S)	CEUs	HOURS
(limit 1.0 CEUs or 10 contact hours)		Totals	

7. Student Supervision-includes supervision of Level II OT and/or OTA students and should be documented by educational institution, including dates, student name, & level:

TITLE	DATE(S)	CEUs	HOURS
(limit 1.0 CEUs or 10 contact hours)		Totals	

	CEUS	HOURS	
1. Academic			(Not To Exceed 2.4 ceus or 24 hours)
2. Workshops			(Not To Exceed 2.4 ceus or 24 hours)
3. Teaching			(Not To Exceed 2.4 ceus or 24 hours)
4. Writing			(Not To Exceed 2.4 ceus or 24 hours)
5. Work Related			(Not To Exceed 1.0 ceus or 10 hours)
6. Informal Study			(Not To Exceed 1.0 ceus or 10 hours)
7. Student Supervision			(Not To Exceed 1.0 ceus or 10 hours)
TOTAL			(Minimum 3.6 ceus or 36 hours Total)

SIGNATURE: _____ DATE: _____

*****ATTACH ALL DOCUMENTS TO VERIFY CONTINUING EDUCATION*****