



APPLICATION FOR CONTINUING EDUCATION PROVIDER

This information is being provided to person(s) or organization(s) wishing to provide continuing education for Florida acupuncturist for fulfillment of requirements under Chapter 457, Florida Statutes. The application must be filled out in its entirety on the www.CEBROKER.Com website. Please follow the steps below to apply to become a Board approved provider.

1. <https://www.cebroke.com/providers>
2. Select Florida Department of Health
3. Select Apply to provide CE
4. Select Florida Board of Acupuncture
5. Select View application requirements
6. Application fee is \$100.00

64B1-6.006 Requirements for the Provider.

Each provider shall:

(1) File all information necessary for provider registration on Form DOH/AP007, Continuing Education Provider Registration, which is hereby incorporated by reference and will be effective 7-26-04, copies of which may be obtained from the Board office, and pay the appropriate provider registration fee. The provider registration fee is non-refundable and shall be paid within each biennium upon the earliest of the following events that occurs during the biennium:

(a) When the provider submits a new program or programs for Board approval; or

(b) When the provider provides a continuing education program to Chapter 457 F.S., licensees for licensure renewal credit.

(2) Insure that the continuing education program(s) presented by the provider complies with these rules.

(3) Maintain a complete, alphabetized, legible roster of participants for a period of 3 years following each program presentation.

(4) Maintain a "sign-in" sheet and a "sign-out" sheet with the signatures of participants.

(5) Provide each participant with a certificate certifying that the participant has successfully completed the program. The certificate shall not be issued until completion of the program and shall contain the provider's name, title of program, date of program, location, and number of credit hours.

(6) Notify the Board of any significant changes relative to the maintenance of standards as set forth in these rules.

(7) Ensure that no person receives credit for the same program more than once.

(8) Notify the Board of any change in the presenters or instructors of any approved program, and demonstrate the new instructor meets the criteria set forth in subsection 64B1-6.005(2), F.A.C.

(9) Designate a contact person who assumes responsibility for each program, and who is knowledgeable about each program. The contact person shall notify the Board of any significant changes in programs or a lapse in the maintenance of standards.

(10) In a correspondence continuing education program, each provider is responsible for obtaining from each certificateholder a signed statement which states that the participant did in fact read the material, performed the exercises and took the examination personally.

(11) There shall be adequate personnel to assist with administrative matters and personnel with competencies outside content areas in cases when the method of delivery requires technical or other special expertise.

(12) Providers shall maintain records of individual offerings for inspection by the Department; records shall



include subject matter, objectives, faculty qualifications, evaluation mechanisms, credit hours and rosters of participants.

Specific Authority 456.013, 457.104, 457.107(3) FS. Law Implemented 456.013, 457.107(3) FS. History—New 2-24-88, Amended 7-25-88, Formerly 21AA-6.006, 61F1-6.006, Amended 3-18-97, Formerly 59M-6.006, Amended 2-18-98, 7-26-04.

64B1-6.005 Standards for Approval of Continuing Education Credit.

(1) A continuing education program must contribute to the advancement, extension or enhancement of the licensee's skills and knowledge related to the practice of acupuncture and oriental medicine. Programs should concern the history and theory of acupuncture, acupuncture diagnosis and treatment techniques, techniques of adjunctive therapies, acupuncturist-patient communication and professional ethics. All continuing education courses are subject to evaluation and approval by the Board to determine that the continuing education course meets the criteria established by the Board which has final determination as to the number of hours of acceptable credit that will be awarded for each program.

(2) Each program offered for continuing education credit must be presented or taught by a person who at a minimum holds a bachelor's degree from an accredited college or university or a post-secondary education institution licensed by the State of Florida, with a major in the subject matter to be presented; or has graduated from a school of acupuncture, or has completed a tutorial program which has a curriculum equivalent to the requirements in this state and was approved by a state licensing authority, a nationally recognized acupuncture/oriental medicine association or a substantially equivalent accrediting body, and has completed three (3) years of professional experience in the licensed practice of acupuncture; and has a minimum of two (2) years teaching experience in the subject matter to be presented, or has taught the same program for which approval is sought a minimum of three (3) times in the past two (2) years before a professional convention, professional group or at any acupuncture school, or has completed specialized training in the subject matter of the program and has a minimum of two (2) years of practical experience in the subject.

(3) In order to meet the continuing education requirements, the continuing education program submitted by the licensee must meet the criteria established by the Board.

(4) No credit will be given for programs which are primarily devoted to administrative or business management aspects of acupuncture practice.

(5) To receive credit for programs on HIV/AIDS at the licensee's first renewal, the program must be, at a minimum, three (3) hours in length and must address the areas mandated in Section 456.033, F.S. The Board accepts HIV/AIDS programs presented or conducted by the Department of Health and programs approved by other professional regulatory boards for the health professions.

(6) Continuing education programs related to biomedical sciences shall be designed to provide course content on the clinical relevance of such programs while advancing, extending or enhancing the licensee's skills and knowledge in biomedical sciences.

Rulemaking Authority 456.013(9), 456.033, 457.104, 457.107(3) FS. Law Implemented 456.013(9), 456.033, 457.107(3) FS. History—New 2-24-88, Amended 8-6-89, Formerly 21AA-6.005, 61F1-6.005, Amended 3-18-97, Formerly 59M-6.005, Amended 6-1-99, 1-7-03, 5-2-10.

64B1-6.008 Process for Program Approval.

(1) In order to receive Board approval of one or more programs for which continuing education credit is awarded within a biennium to an acupuncture licensee a provider shall submit an application for approval Form DOH/AP006, Continuing Education Program Approval, which is hereby incorporated by reference and will be effective 7-26-04, copies of which may be obtained from the Board office shall be submitted to the Board Office for program approval.

(2) The following courses, that meet the criteria for approval under this section, are approved by the Board:



(a) Organized courses of study sponsored by a national or state acupuncture and/or oriental medicine organization.

(b) Organized courses of study sponsored by an accredited acupuncture and/or oriental medicine school.

(3) The Board retains the right and authority to audit and/or monitor programs given by any provider. The Board will reject individual programs offered by a provider if the provider has disseminated any false or misleading information in connection with the continuing education program, or if the program provider has failed to conform to and abide by the rules of the Board.

(4) If approved, the provider may identify the program as “approved by the Florida Board of Acupuncture for Purposes of Continuing Education Credit” in any flyer or other advertisement.

Rulemaking Authority 456.013(7), (8), (9), 456.025, 457.104, 457.107(3) FS. Law Implemented 456.013(7), (8), (9), 456.025, 457.107(3) FS. History—New 2-24-88, Formerly 21AA-6.008, 61F1-6.008, Amended 1-16-97, Formerly 59M-6.008, Amended 2-18-98, 7-26-04, 2-7-06, 10-15-14.