

CONTINUING EDUCATION REQUIREMENTS FOR MICHIGAN OSTEOPATHIC PHYSICIANS

Authority: Public Act 368 of 1978, as amended

This form is for information only

This document has been developed to explain the requirements and the license renewal process to physicians licensed to practice osteopathic medicine in Michigan.

The Michigan Public Health Code and board administrative rules requires every osteopathic physician to complete, during the 3-year period prior to the date of renewal of the license, not less than 150 hours of continuing education in courses or programs approved by the Board of Osteopathic Medicine and Surgery (Board). Pursuant to this requirement, the Board has promulgated rules to establish specific criteria for the board's approval of continuing medical education courses and programs.

REQUIREMENTS FOR RENEWAL

The continuing education requirements apply to every physician renewing a Michigan osteopathic medicine license who has been licensed in the 3-year period immediately preceding the application for renewal. The requirements apply whether or not the physician is actively engaged in the practice of osteopathic medicine. No one, including medical school faculty and resident physicians, is exempt from this requirement.

Each osteopathic physician is required to accumulate 150 hours of continuing education in activities approved by the board during the 3 years immediately preceding the application for renewal of which a minimum of 60 hours of the required 150 hours must be earned through Category 1 programs. Beginning December 20, 2017 a minimum of 3 hours of continuing education must be earned in the area of pain and symptom management.

Every osteopathic physician who is renewing his/her license should retain records documenting the completion of continuing education. Those documents must be retained for 4 years from the date of applying for license renewal.

DO NOT SEND THE CONTINUING EDUCATION DOCUMENTS along with the license renewal application. The Department of Licensing and Regulatory Affairs, Bureau of Professional Licensing will conduct an audit, at the conclusion of the renewal period. Physicians chosen for an audit through an automated random selection process will be contacted by letter to submit documented evidence of the completion of 150 hours of continuing education.

DO NOT RENEW YOUR LICENSE IF YOU DO NOT HAVE THE REQUIRED 150 HOURS OF CONTINUING EDUCATION.

An osteopathic physician who is unable to provide evidence of completion of the continuing education requirements, when requested, is in violation of the Michigan Public Health Code and subject to one or more of the following possible license sanctions: reprimand, probation, denial, suspension, revocation, limitation, restitution, and fine.

REQUIREMENT FOR RELICENSURE

“Relicensure” means the granting of a license to an individual whose license has lapsed for failure to renew the license within 60 days after the expiration date.

ALL RELICENSURE APPLICANTS MUST HAVE COMPLETED 150 HOURS OF BOARD APPROVED CONTINUING EDUCATION ACTIVITIES DURING THE 3-YEARS IMMEDIATELY PRECEDING THE APPLICATION FOR RELICENSURE.

CATEGORIES OF CONTINUING OSTEOPATHIC MEDICINE EDUCATION

The Board of Osteopathic Medicine and Surgery has established 2 categories of approved continuing education. The following is a brief description of each category, the number of allowable hours that may be earned in each category during the 3 years immediately preceding the application for renewal, and examples of acceptable documentation:

A minimum of 60 continuing education credits of the total 150 continuing education credits must be earned through Category 1 programs.

Category 1

- A. Maximum: 150 hours, Minimum: 40 hours** - Attendance at or participating in a continuing education program or activity related to the practice of osteopathic medicine which includes, but is not limited to, live, in-person programs; and journal articles with a self-study component, interactive or monitored teleconference; audio conference, web-based programs; or online programs approved or offered by any of the following:
- Committee on Continuing Education of the American Osteopathic Association for Evaluating Osteopathic Continuing Education standards.
 - Michigan Osteopathic Association
- **Letter or certificate of completion.**
- B. Maximum: 110 hours** - Attendance at or participating in a continuing education program or activity related to the practice of osteopathic medicine which includes, but is not limited to, live, in-person programs; and journal articles with a self-study component, interactive or monitored teleconference; audio conference; web-based programs; or online programs approved or offered by any of the following:
- American Medical Association
 - Accreditation Council for Continuing Medical Education
 - Michigan State Medical Society
- **Letter or certificate of completion.**
- C. Maximum: 50 hours** - Taking or passing a specialty board certification or recertification examination for a specialty board recognized by the American Osteopathic Association or the American Board of Medical Specialties. – **Certificate of successful completion.**
- D. Maximum: 30 hours** - Successfully completing an activity that is required for maintenance of a specialty certification for a specialty board recognized by the American Osteopathic Association that does not meet the requirements of subdivision (A) or (C) listed above. – **Letter from specialty board.**

- E. **Maximum: 90 hours** - Serving as a teacher, lecturer, preceptor, or moderator-participant in a board approved medical education or training program. – **Letter form program director.**
- F. **Maximum: 90 hours** - Conducting a formal inspection of an osteopath medical education or training program or conducting clinical examinations of osteopathic specialty boards recognized by the American Osteopathic Association. - **Documentation from the accrediting organization.**
- G. **Maximum: 90 hours** - Participating in any of the following:
- A peer review committee dealing with quality patient care as it relates to the practice of osteopathic medicine and surgery.
 - A committee dealing with utilization review as it relates to the practice of osteopathic medicine.
 - A health care organization committee with patient care issues related to the practice of osteopathic medicine.
 - A national or state committee, board, council, or association related to the practice of osteopathic medicine.
- **Letter from an organization official verifying the licensee's participation in at least 50% of the regularly scheduled meetings.**
- H. **Maximum: 50 hours** - Providing individual supervision for a disciplinary limited osteopathic physician. - **Affidavit from the disciplinary limited osteopathic physician who received the supervision.**
- I. **Maximum: 150 hours** - Participating in a board approved post-graduate training program. To receive credit the licensee must be enrolled in the program a minimum of 5 months per year. - **Letter from the program director.**
- J. **Maximum: 90 hours** - Publication of a scientific article relating to the practice of osteopathic medicine in a peer-reviewed journal or periodical. – **Copy of the publication that identifies the licensee as the author or a publication acceptance letter and documentation.**
- K. **Maximum: 90 hours** - Initial publication of a chapter or a portion of a chapter related to the practice of osteopathic medicine in either of the following:
- A professional health care textbook
 - A peer-reviewed text book
- **Copy of the publication that identifies the licensee as the author or a publication acceptance letter.**
- L. **Maximum: 90 hours** – Until December 20, 2019, attendance at or participation in a continuing education activity that had been approved by the Board prior to December 20, 2016, but does not satisfy the requirements of subsection (A) or (B) listed above. - **Letter or certificate of completion.**

Category 2

- A. **Maximum: 90 hours** - Independently reading a peer-reviewed journal that does not satisfy the requirement of Category 1, subdivision (A) listed above. The reading must have been completed prior to December 20, 2016. - **Signed document, listing the journals read, including title, publisher, volume number, article read, and the authors.**

B. Maximum: 90 hours - Initial presentation of a scientific exhibit, poster, or paper to a professional osteopathic medicine organization. - **Copy of the document presented with evidence of the presentation or a letter from the program sponsor verifying the date of presentation.**

C. Maximum: 90 hours - Completing a multimedia self-assessment that does not meet the requirements of Category 1, subdivision (A) listed above, prior to December 20, 2016. - **Certificate of self-assessment provided by the program sponsor.**

Accredited sponsors are required to provide a letter or certificates of completion, showing the licensee's name, number of credits earned, sponsor name or the name of the organization that approved the program or activity for continuing education credit, and the date or dates on which the program or activity was completed.

RENEWAL PROCEDURES

Osteopathic medical licenses are renewed every 3 years by December 31. Submission of the renewal application form certifies that the requirements are met. If the renewal requirements have not been completed, the renewal application should not be submitted. Licenses can be renewed during the 60-day grace period after completion of continuing education requirements, with the renewal fee and the additional \$20.00 late fee. If a waiver is necessary, an application should be made after the licensee receives the renewal application, but before the license expires on December 31. Licensees who have not been granted waivers should allow their licenses to expire. An application for relicensure may be made upon completion of the 150-hour requirement during the 3-years immediately preceding the application for relicensure.

Information, forms and instructions for obtaining board approval can be obtained from the Department of Licensing and Regulatory Affairs, Bureau of Professional Licensing.

Continuing Medical Education Waivers The Michigan Public Health Code authorizes the Board of Osteopathic Medicine and Surgery to waive the continuing medical education requirements for a license renewal applicant if, upon written application, the board finds the failure of the licensee to attend the required board-approved activities was due to the licensee's disability, military service, absence from the continental United States, or a circumstance beyond the control of the licensee which the board considers good and sufficient.

A written request for a waiver must be submitted by mail to Bureau of Professional Licensing, Attn: Board of Osteopathic Medicine and Surgery, P.O. Box 30670, Lansing, MI or by email to BPLHelp@michigan.gov and shall include supporting documentation for the reason for the waiver. A waiver cannot be requested after an application for renewal has been submitted. The Board cannot prospectively waive continuing education requirements.

To summarize:

- * All Michigan licensed Osteopathic Physicians must complete 150 hours of board approved CE during the 3 years immediately preceding the application for renewal. Of the 150 hours, at least 60 hours must be in earned in Category 1 programs.
- * Submission of the renewal application and fee is considered a statement that the CE requirement has been met.
- * Failure to complete the CE requirement is considered a violation of the Public Health Code.

The Department of Licensing and Regulatory Affairs will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability or political beliefs. If you need assistance with reading, writing, hearing, etc., under the American's with Disabilities Act, you may make your needs know to this agency.