



ADMINISTRATIVE RULES OF MONTANA

24.219.435 CONTINUING EDUCATION REQUIREMENTS

- (1) Licensees are required to obtain 20 hours of continuing education (CE) annually, prior to renewal.
- (2) Licensees completing more than 20 hours of CE may carry forward those hours into the next year. The number of hours carried forward shall not exceed 20 hours.
- (3) Licensees holding more than one type of license must demonstrate completion of 20 hours of CE with each license.
- (4) Of the 20 hours:
 - (a) a minimum of two hours must relate to suicide prevention for a licensee's first renewal and every two years thereafter; and
 - (b) a maximum ten hours may be for:
 - (i) first-time preparation of a new course, in-service training workshop, or seminar which meets the criteria in (6); or
 - (ii) preparation time by the author or authors of a paper which meets the criteria in (6) that is published for the first time in a recognized professional journal, or given for the first time at a statewide or national professional meeting.
- (5) Continuing education requirements will not apply until after the licensee's first renewal.
- (6) Licensees are responsible for selecting quality programs that focus on protecting the health, safety, and welfare of the public and contribute to licensees' professional knowledge and competence. Acceptable CE activities:
 - (a) directly relate to the licensee's scope of practice as defined in board statute or rule;
 - (b) review existing concepts and techniques;
 - (c) convey information beyond the basic professional education;
 - (d) update knowledge on the practice and advances in the profession; or
 - (e) reinforce professional conduct or ethical obligations of the licensee.
- (7) The department may randomly audit up to 50 percent of renewed licensees.
- (8) Licensees must maintain documentation of completed CE for three years and provide documentation to the board upon request. Documentation must include the following information:
 - (a) licensee name;

- (b) course title and description of content;
 - (c) presenter or sponsor;
 - (d) course date(s); and
 - (e) number of CE hours earned.
- (9) Any CE hours required by disciplinary order do not apply toward the 20 hours that are required annually under this rule.
- (10) A licensee may request an exemption from CE requirements due to hardship. Requests will be considered by the department.

Authorizing statute(s): 37-1-131, 37-1-319, 37-39-103, MCA

Implementing statute(s): 37-1-131, 37-1-306, 37-1-319, 37-1-321, 37-39-103, MCA

History: NEW, 2020 MAR p. 1517, Eff. 8/8/20; AMD, 2024 MAR p. 279, Eff. 2/10/24.