

**General Provisions for Professional Development Requirements** (R 338.7138 in the PT General Rules)

- 24 pdr credits are required for license renewal. Credits must be earned during the immediately preceding 2 years
- Retain documentation of meeting the requirements for 3 years after application for license renewal
- Random auditing – licensees are only required to submit documentation if audited
- Max of 20 PDR credits for Activity Code 1. Can be either online or onsite courses. However, no more than 12 pdr credits for online learning during one 24-hour period
- 1 pdr credit must be in pain and symptom management – multiple Activity Codes can satisfy this requirement

In addition, all licensees will need training in the Identification of Victims of Human Trafficking for renewal – This is a one-time requirement that will not count as a pdr credit. See the MPTA website for more information on this requirement.

**Recognized Activities** (19 categories of activities)

Category of Activity	Qualifiers	Documentation	PDR Credits
<p><b>Approved CEU course(s)</b>  (Activity Code 1)</p>	<ul style="list-style-type: none"> <li>• Related to practice of PT or non-clinical subject relevant to practice of PT CEU</li> <li>• Approved or Offered by:                             <ul style="list-style-type: none"> <li>• Another State Board of PT</li> <li>• FSBPT</li> <li>• APTA or its components</li> <li>• PT education program (accredited)</li> <li>• PTA education program (accredited)</li> <li>• Another board or task force regulated under article 15 of the code, MCL 333.16101 to 333.18838</li> </ul> </li> </ul>	<p>Letter or certificate of completion</p> <ul style="list-style-type: none"> <li>• Licensee’s name</li> <li>• Number of credits earned</li> <li>• Sponsor name or Name of organization that approved CEU credits</li> <li>• Date(s) held or activity completed</li> </ul>	<ul style="list-style-type: none"> <li>• Max 20 pdr credits/ cycle</li> </ul>

Category	Qualifiers	Documentation	PDR Credits
<b>Post-Graduate academic course</b> (Activity Code 2)	<ul style="list-style-type: none"> <li>• Academic course(s) related to PT</li> <li>• Passing grade</li> <li>• Offered by               <ul style="list-style-type: none"> <li>○ Accredited PT education program</li> <li>○ Accredited PTA education program</li> <li>○ Nationally accredited university or college</li> </ul> </li> </ul>	Copy of transcript showing credit hours and grade	<ul style="list-style-type: none"> <li>• 1 semester credit = 15 pdr credits</li> <li>• 1 quarter credit = 10 pdrs</li> <li>• Max 20 pdr credits/ cycle</li> </ul>
<b>Reading article related to PT</b> (Activity Code 3)	<ul style="list-style-type: none"> <li>• Published in professional or scientific journal</li> <li>• Does not include articles approved as CEUs</li> <li>• Complete an evaluation included with the article OR</li> <li>• Complete general response form provided by the dept (LARA)</li> </ul>	<ul style="list-style-type: none"> <li>• Documentation from the professional or scientific journal <b>OR</b></li> <li>• Copy of the completed general response form</li> </ul>	<ul style="list-style-type: none"> <li>• 1 article = 1 pdr credit</li> <li>• Max of 6 pdr credits/ cycle</li> </ul>
<b>View or listen to media devoted to professional education</b> (Activity Code 4)	<ul style="list-style-type: none"> <li>• Related to the practice of PT</li> <li>• Other than on-line programs</li> <li>• Not approved or offered for CEU</li> <li>• Complete evaluation that was provided with the education media</li> <li>• Complete the general response form provided by the dept (LARA)</li> </ul>	<ul style="list-style-type: none"> <li>• Copy of the completed evaluation</li> <li>• Copy of the completed general response form</li> </ul>	<ul style="list-style-type: none"> <li>• 1 hour spent viewing or listening to media = 1 pdr credit</li> <li>• Max of 6 pdr credits/ cycle</li> </ul>
<b>Present a continuing education program</b> (Activity Code 5)	<ul style="list-style-type: none"> <li>• Related to the practice of PT</li> <li>• Not less than 50 minutes</li> <li>• Course must be approved/offered for CEUs</li> <li>• Approved or Offered by               <ul style="list-style-type: none"> <li>○ Another State Board of PT</li> <li>○ MI Board of Medicine</li> <li>○ MI Board of Osteopathic Med/Surg</li> <li>○ FSBPT</li> <li>○ APTA or components</li> <li>○ PT or PTA education program</li> </ul> </li> </ul>	Letter from program sponsor <ul style="list-style-type: none"> <li>• Confirm licensee was the presenter</li> <li>• Presentation date &amp; time</li> <li>• Copy of the presentation notice/ advertisement</li> <li>• Date of presentation</li> <li>• Licensee's name listed as a presenter</li> <li>• Name of organization that approved/offered the presentation for CEU</li> </ul>	<ul style="list-style-type: none"> <li>• Each 50-60 minutes of presentation = 2 pdr credits</li> <li>• Max of 12 pdr credits/ cycle</li> <li>• Credit for a specific presentation only once /cycle</li> </ul>

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<b>Present a scientific exhibit or scientific paper</b>  (Activity Code 6)	Accepted through a peer review process at <ul style="list-style-type: none"> <li>• A state, regional, national or international PT Conference</li> <li>• Its components</li> <li>• A related professional organization</li> </ul>	<ul style="list-style-type: none"> <li>• Copy of document or letter from program sponsor               <ul style="list-style-type: none"> <li>○ Verifying acceptance for presentation through peer review process</li> <li>○ Date of presentation</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• 1 presentation = 2 pdr credits</li> <li>• Max of 12 pdr credits/ cycle</li> <li>• Credit for a specific presentation only once /cycle</li> </ul>
<b>Writing an article</b>  (Activity Code 7)	<ul style="list-style-type: none"> <li>• Related to the practice, education or research of PT</li> <li>• Published in any of the following               <ul style="list-style-type: none"> <li>○ Journal of a national PT association or its components</li> <li>○ Peer reviewed journal</li> <li>○ Health care journal</li> <li>○ Professional or scientific journal</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Copy of the publication that identifies the licensee as the author of the article</li> <li>• Publication acceptance letter</li> </ul>	<ul style="list-style-type: none"> <li>• 1 article = 6 pdr credits</li> <li>• Max of 12 pdr credits/ cycle</li> <li>• Credit for each article only once / cycle</li> </ul>
<b>Writing a published book chapter</b>  (Activity Code 8)	<ul style="list-style-type: none"> <li>• Related to the practice, education or research of PT</li> </ul>	<ul style="list-style-type: none"> <li>• Submit a copy of the publication that identifies licensee as the author</li> <li>• Publication acceptance letter</li> </ul>	<ul style="list-style-type: none"> <li>• 1 chapter = 6 pdr credits</li> <li>• Max of 12 pdr credits/ cycle</li> <li>• Credit for each chapter only once / cycle</li> </ul>
<b>Specialty certification or recertification</b>  (Activity Code 9)	Successfully complete 1 of the following: <ul style="list-style-type: none"> <li>• ABPTS certification examination</li> <li>• ABPTS recertification examination</li> <li>• ABPTS professional development portfolio for recertification</li> <li>• Specialty certification examination or recertification exam offered or approved by the board</li> </ul>	<ul style="list-style-type: none"> <li>• Proof of certification or recertification</li> </ul>	<ul style="list-style-type: none"> <li>• 23 pdr credits</li> <li>• Max of 23 pdr credits/ cycle</li> </ul>

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<b>Post-Graduate Clinical Training Program</b> (Activity Code 10)	<ul style="list-style-type: none"> <li>• Minimum of 1,000 hours</li> <li>• Related to practice of PT provided through/recognized by               <ul style="list-style-type: none"> <li>○ an accredited PT education program</li> <li>○ an accredited PTA education program</li> <li>OR</li> <li>○ a health care organization accredited by an organization recognized by CMS</li> <li>○ an accredited or credentialed program by the APTA or an organization approved by the board.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Letter from program director verifying               <ul style="list-style-type: none"> <li>○ Number of hours</li> <li>○ Agency/organization meets the requirements</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• 12 pdr credits</li> <li>• Max of 12 pdr credits/ cycle</li> </ul>
<b>Health care organization committee or task force</b> (Activity Code 11)	<ul style="list-style-type: none"> <li>• Dealing with patient care related issues including, but not limited to, quality of patient care and utilization review</li> </ul>	<ul style="list-style-type: none"> <li>• Letter from organization official verifying:               <ul style="list-style-type: none"> <li>○ Committee/organization dealt with patient care related issues</li> <li>○ Licensee's participation</li> <li>○ Dates of participation</li> <li>○ Amount of time of participation</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Each 50-60 minutes of participation = 1 pdr credit</li> <li>• Max of 6 pdr credits/ cycle</li> </ul>
<b>Guest Instructor</b> (Activity Code 12)	<ul style="list-style-type: none"> <li>• For students, staff or other licenses at any of the following:               <ul style="list-style-type: none"> <li>○ Clinical training program related to practice of PT through/recognized by                   <ul style="list-style-type: none"> <li>▪ accredited PT program</li> <li>▪ accredited PTA program</li> <li>▪ a health care organization recognized by CMS</li> <li>▪ the APTA or an organization approved by the board</li> </ul> </li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Letter from program director verifying:               <ul style="list-style-type: none"> <li>○ Licensee's role</li> <li>○ Number of instructional sessions on specific subjects provided by the licensee</li> <li>○ Length of the instructional sessions</li> <li>○ Clinical training program offered by education program/ organization that meets requirements</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Each 50-60 min instructional session on a specific subject = 2 pdr credits</li> <li>• Max of 12 pdr credits/ cycle</li> <li>• Only once for each separate instructional session</li> </ul>

Category	Qualifiers	Documentation	PDR Credits
<b>Clinical Instructor/Clinical Supervisor</b> (Activity Code 13)	<ul style="list-style-type: none"> <li>• For students completing an internship, residency or fellowship program recognized or approved by:               <ul style="list-style-type: none"> <li>○ Accredited PT education program</li> <li>○ Accredited PTA education program</li> <li>○ APTA or an organization approved by the board</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Letter from education program or clinical agency director verifying               <ul style="list-style-type: none"> <li>○ Licensee’s role</li> <li>○ Number of hours of instruction or supervision provided by licensee</li> <li>○ Internship, residency or fellowship program is recognized by education program or organization that meets the requirements</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• 40 hours of clinical instruction or supervision = 3 pdr credits</li> <li>• Max of 12 pdr credits/ cycle</li> </ul>
<b>Identifying, researching and addressing an event or issue related to professional practice</b> (Activity Code 14)		<ul style="list-style-type: none"> <li>• Submit experiential activity form provided by the department</li> </ul>	<ul style="list-style-type: none"> <li>• Each separate event or issue = 1 pdr credit</li> <li>• Max of 6 pdr credits/ cycle</li> </ul>
<b>Task Force, Committee, Board, Council or association</b> (Activity Code 15)	<ul style="list-style-type: none"> <li>• Related to field of PT</li> <li>• Enhances participant’s knowledge and understanding of the field of PT</li> <li>• International, National, Regional, State, State Component, or local</li> <li>• Acceptable by the board</li> </ul>	<ul style="list-style-type: none"> <li>• Documentation of licensee’s participation in at least 50% of the regularly scheduled meetings.</li> </ul>	<ul style="list-style-type: none"> <li>• Each task force, etc. = 4 pdr credits</li> <li>• Max of 12 pdr credits/ cycle</li> </ul>
<b>Surveyor for an external agency</b> (Activity Code 16)	<ul style="list-style-type: none"> <li>• Involved in accreditation, certification, or inspection of               <ul style="list-style-type: none"> <li>○ an educational program for PTs, PTAs</li> <li>○ a certification process for a clinical agency</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Letter from the accreditation, certification, or inspection program verifying:               <ul style="list-style-type: none"> <li>○ Licensee’s participation</li> <li>○ Number of hours spent as a surveyor</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• 50-60 min of participation = 1 pdr credit</li> <li>• Max of 12 pdr credits/ cycle</li> </ul>

Category	Qualifiers	Documentation	PDR Credits
<b>Pro bono/volunteer work</b> (Activity Code 17)	<ul style="list-style-type: none"> <li>• Related to the field of PT without reimbursement</li> <li>• For a public or non-profit entity</li> </ul>	<ul style="list-style-type: none"> <li>• Letter from official at the public or nonprofit entity verifying <ul style="list-style-type: none"> <li>○ Number of hours</li> <li>○ Type of volunteer work performed</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Each 50-60 min = 1 pdr credit</li> <li>• Max of 6 pdr credits/ cycle</li> </ul>
<b>CCCE</b> (Activity Code 18)	<ul style="list-style-type: none"> <li>• Agency that provides clinical internships for students in programs that are recognized/approved by: <ul style="list-style-type: none"> <li>○ Accredited PT educational program</li> <li>○ Accredited PTA educational program</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Letter from educational program or clinical agency director verifying <ul style="list-style-type: none"> <li>○ Licensee's role</li> <li>○ Students were placed and participated in the internship program during the year(s) claimed for pdr</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• 2 pdr credits per year</li> <li>• Max of 4 pdr credits/ cycle</li> </ul>
<b>FSBPT Self-Review Tool</b> (Activity Code 19) <i>Updated December 2019</i>	<ul style="list-style-type: none"> <li>• <b>NOTE: FSBPT does not currently offer a practice review tool. This activity was created with the expectation that such a tool will be available at some point in the future.</b></li> </ul>	<ul style="list-style-type: none"> <li>• Documentation from FSBPT verifying completion of the self-review tool</li> </ul>	<ul style="list-style-type: none"> <li>• 3 pdr credits for each completion</li> <li>• Max of 3 pdr credits/cycle</li> </ul>