

Qualified Activities for Maintaining Continuing Competence

(See Rule .0805)

Continuing Competence Activity	CCA Point Value	Max. Points Allowed	Documentation
ACADEMIC COURSEWORK			
Includes participation in on-site or distance learning academic courses from a university, college, or vocational technical adult education course <u>related to the practice of occupational therapy.</u>	1 point for each contact hour.	6 points. A licensee enrolled in a graduate or post-graduate OT curriculum has no maximum points in this category.	Original official transcript indicating successful completion of the course, date, and a description of the course from the school catalogue or course syllabus.
BOARD OR SPECIALTY CERTIFICATION			
The Board shall recognize completion of activities that result in board certification or specialty certification or re-certification related to occupational therapy during the current licensure period. <u>This does not include recertification by the NBCOT.</u>	15 points	15 points	Certificate of completion or other documentation from the recognized certifying body that identifies satisfactory completion of requirements for obtaining board certification or specialty certification.
CONTINUING EDUCATION COURSES			
Includes attendance and participation at a live presentation such as a workshop, seminar, conference, or in-service educational program. May also include participation in other continuing education activities that require a formal assessment of learning. Examples include electronic or Web-based courses, AOTA Self-Paced Clinical Courses or other formalized self-study courses, or AOTA Continuing Education Articles.	1 point for each contact hour or equivalent unit that is awarded by the provider.	No max.	Certificate of completion or similar documentation including name of course, date, author/instructor, sponsoring organization, location, and number of hours attended.
ETHICS			
The Ethics course must meet the general requirements for continuing competence activity found in Rules Section .0805 Qualified Activities for Maintaining Continuing Competence. Additionally, whoever presents the course must meet the requirements of Rule .0803 (b). It may not be an in-service offered by a co-employee who attended an ethics course.	1 point for each contact hour.	No max.	Documentation as required in Rule .0805.
FIELDWORK SUPERVISION			
Participation as the primary clinical fieldwork educator for Level I or Level II OT or OTA fieldwork students.	½ point for each 40 hours of fieldwork.	6 points	Verification provided by the school to the fieldwork educator with the name of student, school, and dates of fieldwork or the signature page of the completed student evaluation form.
MENTORSHIP AS A MENTEE			
Participation in a formalized mentorship agreement with a mentor as defined by a signed contract between the mentor and mentee that outlines specific goals and objectives and designates the plan of activities that are to be met by the mentee. These activities must be related to the development of new occupational therapy skills outside current required job performance. <u>Must be between 2 OT professionals.</u> Does not include new employee orientation or mentoring students.	1 point for each 4 hours.	5 points	Name of mentor and mentee, copy of signed contract, dates, time spent, focus of mentorship activities and outcomes of mentorship agreement.

MENTORSHIP AS A MENTOR			
Participation in a formalized mentorship agreement with a mentee as defined by a signed contract between the mentor and mentee that designates the responsibilities of the mentor and specific goals and objectives that are to be met by the mentee. These activities must be related to the development of new occupational therapy skills for the mentee that are outside current required job performance. Must be between 2 OT professionals. <u>Must be between 2 OT professionals.</u> Does not include new employee orientation or mentoring students.	1 point for each 4 hours.	5 points	Name of mentor and mentee, copy of signed contract, dates, time spent, focus of mentorship activities and outcomes of mentorship agreement.
PRESENTATION & INSTRUCTION			
Presentation of an academic course or peer-reviewed or non peer-reviewed workshop, seminar, in-service, electronic or Web-based course for the first time or for which more than 50% of the material has been revised	2 points for each 1 hour of credit awarded for an activity.	6 points	Copy of official program, schedule, or syllabus including presentation title, date, hours of presentation, and type of audience or verification of such, signed by the sponsor.
PROFESSIONAL MEETINGS & ACTIVITIES			
Participation in board or committee work with agencies or organizations to promote and enhance the practice of occupational therapy.	1 point for 5 hours spent.	2 points	Name of committee or board, name of agency or organization, purpose of service, and description of licensee's role. Participation and hours must be validated by an officer or representative of the organization or committee.
PROFESSIONAL WRITING			
Publication of a peer-reviewed book, chapter, article or contracted review of occupational therapy resource material.	15 points as author of book. 10 for a chapter. 5 for an article. 10 as editor of a book.	15 points as author of book. 10 for a chapter. 5 for an article. 10 as editor of a book.	Full reference for publication including title, author, editor, and date of publication; or copy of acceptance letter, if not yet published.
RESEARCH & GRANTS			
Development of or participation in a research project or grant proposal.	1 point for each 3 hours spent.	5 points	Verification from the primary investigator indicating the name of the research project, dates of participation, major hypotheses or objectives of the project, and licensee's role in the project or name of grant proposal, name of grant source, purpose and objectives of the project, and verification from the grant author regarding licensee's role in the development of the grant if not the author.
SMALL GROUP STUDY			
Includes review and discussion of journal articles, clinical videotapes or audiotapes by at least 2 licensed practitioners.	1 point for 1 hour spent in an independent study activity.	3 points	Title, author, publisher, time spent, and date of completion. Licensee must complete the Small Group Study Form provided by the NCBOT and include a statement that describes how the activity relates to a licensee's current or anticipated roles and responsibilities.