

*****DRAFT - NOT FOR FILING*****

4725-9-05 Certificate of attendance; application for approval of continuing education courses.

Certificate of attendance at continuing education courses shall be submitted by every licensed optometrist prior to renewal of any certificate of licensure or the licensee may utilize the OE Tracker Program and request the Board staff conduct an online continuing education audit without submitting the course certificate. ~~The certificate~~ Certificate shall be provided by the sponsor to each licensed optometrist upon request at the ~~upon~~ completion of the course and must contain the following information at a minimum:

- (A) Name of attendee.
- (B) Name of sponsoring organization.
- (C) Subject of educational program.
- (D) Number of clock hours in attendance.
- (E) Date of program.
- (F) Board approval number or the council on optometric continuing education (COPE) approval number.
- (G) Either the original certificate or a photostat copy is acceptable.
- (H) And or such other evidence of attendance as the board deems appropriate and necessary or to meet technological advances for documentation purposes.

The use of the board's application for optometric continuing education credit is required when submitting courses for approval. Such forms shall be available through the board office and shall be submitted not less than thirty days prior to the date of the program.