

2150.2590 DOCUMENTATION AND REPORTING COMPLIANCE.

Subpart 1. **Initial reporting requirement.** At the completion of the first four years of licensure, the licensee shall submit, with the renewal application, the Affidavit of Continuing Education Compliance as described in subpart 1a, showing completion of a minimum of 40 approved continuing education hours as required in part 2150.2520, subpart 4. The affidavit shall also list any graduate coursework completed as required by part 2150.2520 and Minnesota Statutes, section 148B.54, subdivision 2. For any such graduate courses, the licensee shall arrange to have transcripts showing completion of the requisite graduate credits sent directly to the board from the educational institution. Such transcripts must be received by the board within 60 days of the licensee's renewal date, or the licensee may be subject to administrative suspension until such time as the transcripts are received.

Subp. 1a. **Affidavit.** Following the initial four-year reporting period, every two years thereafter, when the licensee applies for renewal of the license, the licensee must complete and submit an Affidavit of Continuing Education Compliance showing that the licensee has completed a minimum of 40 approved continuing education hours since the last renewal. Failure to submit the affidavit when required makes the licensee's renewal application incomplete and void.

Subp. 2. **Documentation.** All licensees shall retain original documentation of completion of continuing education hours for a period of five years. For purposes of parts 2150.2500 to 2150.2660, a receipt for payment of the fee for the course is not sufficient evidence of completion of the required hours of continuing education.

Subp. 3. [Repealed, 31 SR 325]

Statutory Authority: *MS s 14.389; 148B.52*

History: *29 SR 1605; 31 SR 325*

Published Electronically: *July 25, 2007*