

**TITLE 14  
LEGISLATIVE RULE  
WEST VIRGINIA BOARD OF OPTOMETRY**

**SERIES 10  
CONTINUING EDUCATION**

**§14-10-1. General.**

1.1. Scope -- This legislative rule establishes requirements for continuing education for licensees.

1.2. Authority -- W. Va. Code §30-8-1, et seq.

1.3. Filing Date --

1.4. Effective Date --

**§14-10-2. Continuing Education.**

2.2. It is the responsibility of a registered optometrist to maintain evidence of meeting the continuing education requirements for license renewal for random audit by the Board.

2.3. The evidence shall show his or her attendance or time teaching continuing education as a Board approved instructor for a minimum of forty (40) hours for each two (2) year cycle beginning with the dates July 1, 2008 to June 30, 2010. at educational optometric programs covering one or more of the subjects approved by the Board including the following requirements:

(a) a minimum of six (12) hours of study in pharmacology or therapeutics courses;

(b) a maximum of six (6) hours of study in practice management;

(c) a maximum of ten (10) hours of optometric study may be taken by correspondence, or via the Internet;

(d) a minimum of two (2) hours of instruction in administering pharmaceutical agents by injection for those licensees who hold an Injectable Pharmaceutical Agents Certificate.

(e) all continuing education study must be sponsored by one of the organizations listed in sub-section 3.1 of this rule or pre-approved by the Board as outlined in subsection 3.2 of this rule;

(f) In addition to the above listed continuing education requirements, any licensee who has been granted an Injectable Pharmaceutical Agents Certificate shall obtain and maintain current certification from the American Red Cross, American Heart Association or their successor organizations in basic life support.

**14-10-3. Approved Continuing Education Programs.**

3.1. Educational programs sponsored by the following organizations approved as meeting the minimum standards are:

(a) the American Optometric Association or its affiliated organizations;

(b) the West Virginia Optometric Association and other state optometric associations;

(c) the American Academy of Optometry;

(d) Postgraduate courses offered at any accredited school or college of optometry;

(e) the Southern Council of Optometry or its affiliates;

(f) the Council on Optometric Practitioner Education (COPE);

**§14-10-4. Pre Approval of Continuing Education Courses or Events.**

## 14CSR10

4.1. A registrant may submit a written request to the Board for continuing education course or event approval if the requirements listed in §14-10-3 are not met. Each application shall include payment of the fee established in the Board's rule, 14CSR5.

4.2. A request for approval from a registrant must be received at least thirty (30) days prior to the course, meeting or seminar; however, the Board may waive this requirement at its discretion.

4.3. The Board may approve courses, meetings or seminars either within or without the State of West Virginia.

4.4. The registrant shall include a Curriculum Vitae for the instructor as well as a copy of all handouts, power point presentations, or other electronic or non electronic materials that are part of the continuing education course as part of its application for Board approval.

4.5. Upon review the Board may reject the continuing education course, approve the continuing education course or approve the continuing education course conditionally.

(a) If the Board approves the course conditionally, the registrant must submit evidence that the conditions have been met prior to the continuing education event for the event to be approved by the Board.

4.6. All decisions of the Board are final and there is no appeal process. If the Board rejects a continuing education course or event and the registrant wishes to pursue Board approval, a new application must be submitted in compliance with the requirements of this rule.

4.7. In no event shall the Board consider approval of a continuing education course or event retroactively.

4.8. The Board president may designate a committee to recommend approval or disapproval of the continuing education courses submitted. The committee members may or may not be members of the Board. The committee shall report its findings to the Board for action.

### §14-10-5. Required Documentation.

5.1. Evidence of attendance shall be furnished by the sponsoring organization to each registrant at the program, signed by its secretary or chairman showing the date and place of the meeting or instruction by correspondence, Internet or other electronic means, speaker or instructor, the title of the course, the sponsor of the meeting, COPE approval number, if applicable, and hours in attendance. The licensee shall maintain evidence of attendance, subject to audit by the Board, for renewal of his or her license.

### §14-10-6. Exemptions.

6.1. A licensee who has graduated from an optometry school accredited by the Accreditation Council on Optometric Education or its successor recognized by the U.S. Department of Education within one year of taking and passing the West Virginia Examination shall be exempt from the requirements of sections §§14-10-2 through 14-10-4 for a period of time from the date of passage of the West Virginia Exam to the licensee's first license renewal.

(a) The requirements of §§14-10-2 through 14-10-4 of this rule will be required of the licensee listed in subsection 6.1 of this section in all succeeding license renewals.

6.2. Those licensees not covered by the provisions of 5.1 of this section may make a sworn request for exemption from the continuing education requirements listed in §§14-10-2 through 14-10-4. The sworn affidavit shall contain reasons acceptable to the Board for noncompliance with the Board's continuing education requirements and shall be filed with the Board before he or she applies for renewal of his or her license.

(a) The Board will review the affidavit and grant or reject the request for exemption.

(b) If the exemption is rejected, the Board may grant the licensee a specified period of time to obtain the remaining required continuing education hours.

(c) The Board shall notify the licensee of its decision by certified mail within thirty (30) days of the receipt of the licensee's request.