

August 26, 2015

**BOARD OF PHYSICAL THERAPY**

**FREQUENTLY ASKED QUESTIONS**

**REGARDING THE CONTINUING COMPETENCE REQUIREMENTS UNDER HRS  
CHAPTER 461J FOR HAWAII LICENSED PHYSICAL THERAPISTS THAT ARE  
EFFECTIVE WITH THE DECEMBER 31, 2016 RENEWAL**

**Q1: When do I need to have obtained at least thirty (30) units of approved continuing competence units (“CCU”) in order to renew my Hawaii physical therapist license?**

A1: By December 31, 2016. Please note that for the first-time license renewals, if the initial license was issued less than twelve (12) months prior to the renewal date, no CCUs will be required for the first renewal period. If the initial license was issued more than twelve (12) months prior to the renewal date, the licensee shall be required to obtain fifteen (15) units of approved CCUs for the first renewal period.

**Q2: What if I have not obtained the 30 CCUs by December 31, 2016?**

A2: You will not be able to renew your license.

**Q3: Do I have to take an examination at the end of each continuing competence course?**

A3: No; it is up to each continuing competence course provider or agency to determine whether to include an examination at the end of their course or not.

**Q4: Do I need to keep track of my CCUs on the Federation of State Boards of Physical Therapy’s (“FSBPT”) aPTitude system?**

A4: No; although aPTitude is a free continuing competence record system developed by the FSBPT, licensees are not required to use it. It is up to each licensee to determine how to maintain records of the CCUs the licensee has obtained during each renewal period. Each licensee is required to keep and maintain his or her continuing competence records for a period of seven (7) years after the course of activity concludes. It is important to properly maintain these records because the Board may randomly audit a licensee’s CCUs.

**Q5: Can I take a continuing competence course from a provider or agency that has not been approved by the Board?**

A5: Yes; but you do so at your own risk. There is no guarantee that the provider or agency will seek the Board’s approval after the course has been given, or that the Board will approve the course.

**Q6: How long is the Board's approval of a course, provider, or agency good for?**

A6: The Board's approval is only good for the licensing biennium in which it is issued (but no longer than two (2) years). Thereafter, the provider or agency must obtain the Board's approval for the next two (2) year period (even if the course is unchanged and remains the same).

**Q7: Are all licensees subject to the new continuing competence requirements?**

A7: No; only those physical therapists with active Hawaii licenses are subject to these requirements.

Licensees who are on inactive status are not subject to the new requirements while they are on inactive status. In addition, a physical therapist with an active Hawaii license may seek an exemption from the requirements by complying with the provisions of HRS section 461J-10.14.

Currently, physical therapist assistants are not subject to continuing competence requirements.

**Q8: How often do I have to obtain the 30 CCUs?**

A8: Every two (2) years, beginning with the December 31, 2016 renewal date. Thereafter, licensees are required to obtain at least 30 CCUs every two (2) years (i.e., by December 31 of every even-numbered year) in order to subsequently renew their licenses.

**Q9: What laws and rules (i.e., jurisprudence) course will the Board accept?**

A9: The Board will only accept a course on Hawaii's laws and rules taught by an authorized provider. The Board will not accept a course on any other state or jurisdiction's laws and rules.

**Q10: Who do I contact if I have further questions?**

A10: You may contact the Board by telephone at (808) 586-2701, or e-mail at [phys\\_therapy@dcca.hawaii.gov](mailto:phys_therapy@dcca.hawaii.gov).