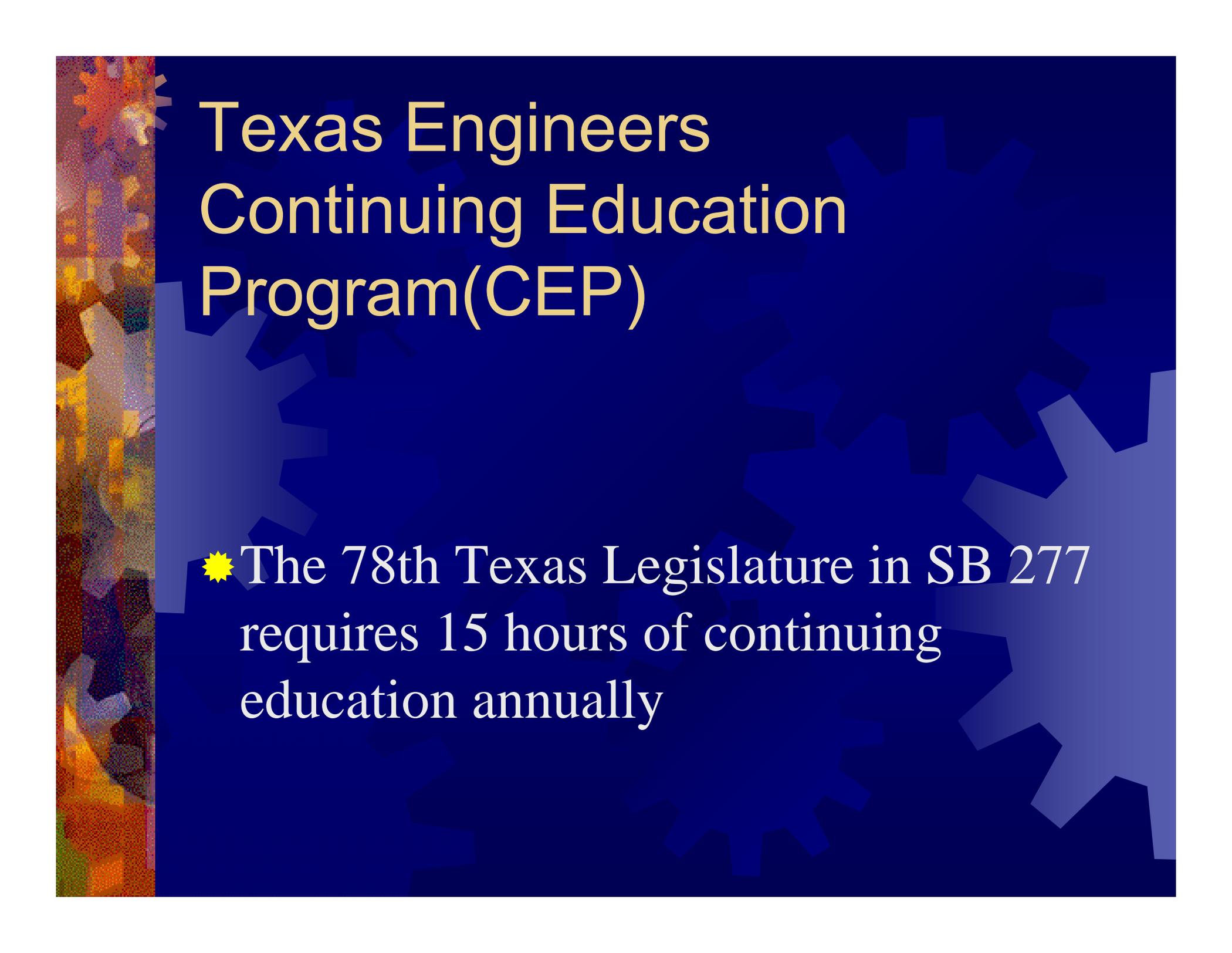


TBPE Continuing Education Program (CEP)

Texas Board of Professional
Engineers



Texas Engineers Continuing Education Program(CEP)

- ✦ The 78th Texas Legislature in SB 277 requires 15 hours of continuing education annually

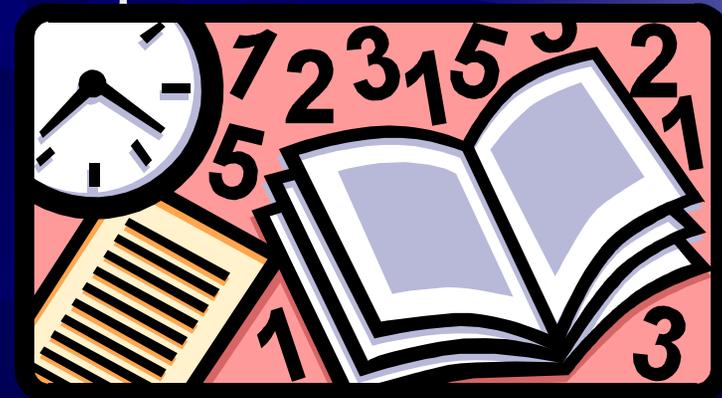
What goes Where?



- ✦ Engineering Practice Act was Texas Civil Statutes, Article 3271a.
- ✦ 78th Legislature SB 277, Section 17 set forth requirements for Continuing Education.
- ✦ Continuing Education requirement is part of the Occupation Code, Chap 1001.210.
- ✦ TBPE promulgating rules to implement. (Current Rule 131.139, will become Rule 137.17 in recodified rules)
- ✦ Rules have been approved at January Board meeting. Published in Jan 30, 2004 Texas Register

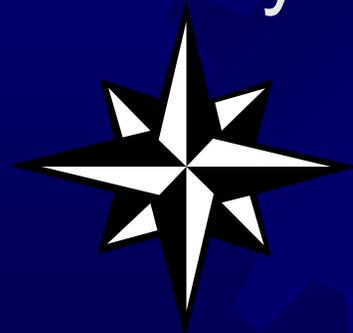
Timeline for Implementation

- ★ **November 7, 2003** - Proposed rules published in Texas Register
- ★ **January 15, 2004** - TBPE Board adopted rules. Effective Jan 15, 2004.
- ★ **You may start counting your CEP as of September 1, 2003**
- ★ **March 2005** - PDHs required for license renewal



What does it mean to You?

- ✦ Similar to previous Voluntary program
- ✦ Used NCEES model and other state boards for base
- ✦ Self determination of CEP activities
- ✦ Required record keeping and retention
- ✦ Possibility of audit by TBPE



Definitions



- ★ PDH Professional Development hour - a contact hour of CEP
- ★ CEU Continuing Education Unit - Continuing education unit of credit
- ★ Course/Activity - Any qualifying course or activity which will maintain, improve expand skill and knowledge

What is required by License Holder?

- ✦ 15 PDH per renewal period
- ✦ 1 PDH in professional ethics per renewal period – cannot carry over
- ✦ 5 PDH max from self-directed study
- ✦ Maximum of 14 hours may be carried forward to next year
- ✦ Maintain record to support activity



How do I report my PDH's?

- ✦ Maintain record to support activity
- ✦ Certify you have completed the CEP requirement on the yearly renewal form.
- ✦ Logsheet available from the board
- ✦ Keep certificates, flyers, documentation to support activities
- ✦ Possibility of audit. Only then will you send in logsheet and support documentation.
- ✦ Keep for 3 years.



Renewal Process

- ✦ Receive renewal coupon in the mail.
- ✦ Check box on right hand side of coupon indicating that you have completed 15 hours of CEP or that you are exempt from CEP.
- ✦ Sign the coupon.
- ✦ Return the coupon with payment to board.
- ✦ Do not send in log sheets, forms, certificates, etc.



Example of Renewal Coupon



Please detach the coupon portion to return with your remittance.

Texas Board of Professional Engineers

Signature Required

I attest with my signature, under risk of sanction, to the following:

- ✓ I have completed or I am exempt from 15 hours of continuing education training.
- ✓ I have met or I am exempt from the criminal history record check requirements.
- ✓ My contact information is accurate.
- ✓ I have no criminal convictions or have notified the Board.
- ✓ I attest that I have no engineering violations in another jurisdiction.



Signature

Providing false information is a direct violation of Board Rule 137.63(a) and is subject to disciplinary action including, at a minimum, the immediate cancellation of the P.E. license renewal, to a maximum of revocation of the license. Refer to the back of this form if you need additional information.

EXEMPTIONS (Optional) - Please read the back of this form for further information. Additional paperwork may be required.

- | | | |
|--|--|---|
| <input type="checkbox"/> Inactive Status Exempt from CEP, \$200 Prof. Fee & Criminal History Record Check | <input type="checkbox"/> Industry Exemption Exempt from \$200 Prof. Fee but not CEP | <input type="checkbox"/> Military Service Exempt from CEP |
| <input type="checkbox"/> 1st Renewal After Licensure by Exam Exempt from CEP | <input type="checkbox"/> Disability Exempt from CEP and \$200 Prof. Fee | <input type="checkbox"/> Over 65 Exempt from \$200 Prof. Fee but not CEP |

Do not write in this area.

How DO You Earn 'D8 < g3

- 1. Complete/audit college credit course
- 2. Complete continuing education courses
- 3. Completion of short course/tutorials
- 4. Present/attend seminars/technical presentation
- 5. Teaching/instructing above 1 - 4
- 6. Publishing papers, articles, books
- 7. Participation in Professional/Technical Societies
- 8. Patents issued
- 9. Engaging in self-directed stud^
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1. Complete/audit college credit course



- ★ Successful completion or auditing of college credit course
- ★ 1 College or unit semester hour = 15 PDH
- ★ 1 Unit quarter hour = 10 PDH



2. Complete continuing education courses

- ★ Successful completion of continuing education courses, either offered by a professional or trade organization, university or college or offered in-house by a corporation or other business entity
- ★ 1 Continuing Education Unit = 10 PDH
- ★ Earn 1 PDH per Hour of Contact time

3. Completion of short course/tutorials

- ★ Successful completion of correspondence, on-line, televised, videotaped and other short courses/tutorials
- ★ 1 CEU = 10 PDH
- ★ 1 Hour of contact time = 1 PDH



4. Present/attend seminars/technical presentation

- ★ Presenting or attending qualifying seminars, in-house courses, workshops professional or technical presentations made at meetings, conventions or conferences
- ★ 1 CEU = 10 PDH
- ★ 1 Hour of contact time = 1 PDH





5. Teaching/instructing Items 1 -4

- ✦ Teaching or instructing as listed in items 1- 4
- ✦ Teaching credit valid for the first time only
- ✦ 1 CEU = 10 PDH
- ✦ 1 Hour of contact time = 1 PDH

6. Publishing papers, articles, books



- ✦ Authoring published papers, articles, books, or accepted licensing examination items
- ✦ Each published paper, article, or book = 10 PDH

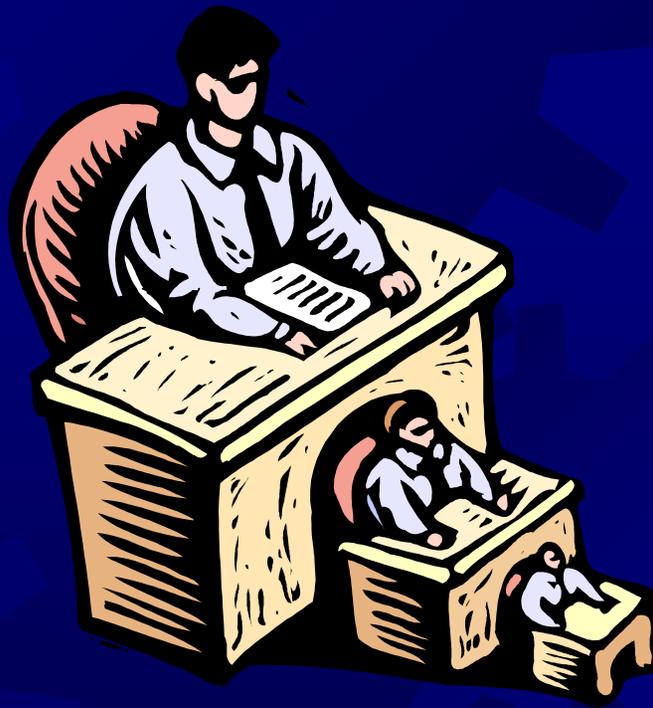


7. Participation in Professional/ Technical Societies

- ★ Active participation in professional or technical societies, associations, agencies or organizations, including:
 - Elected or appointed official
 - Serving on a committee
- ★ PDH not earned until end of service year
- ★ 1 PDH not to exceed 5 PDH per organization
- ★ Giving or attending a presentation at a meeting is considered a separate activity

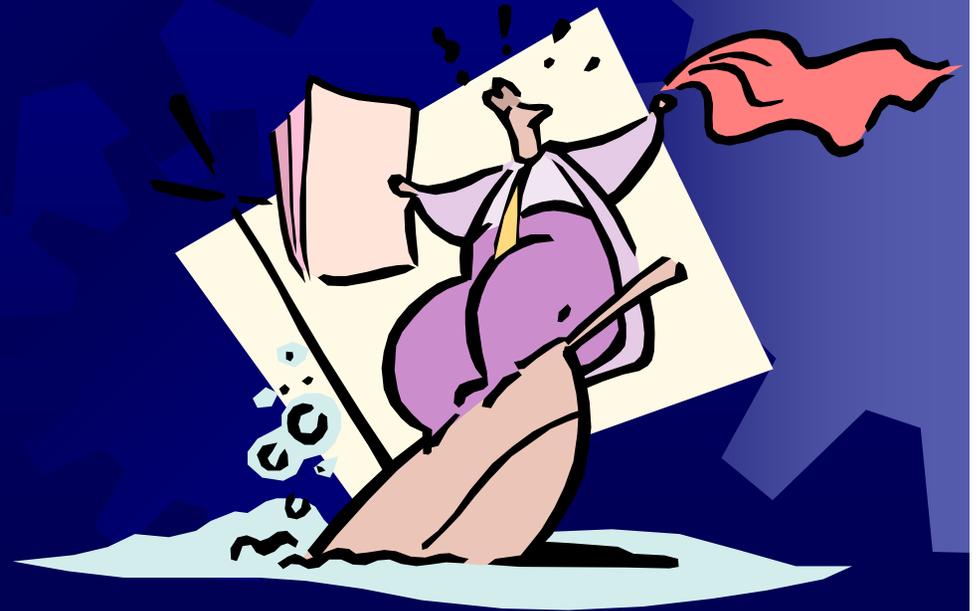
8. Patents issued

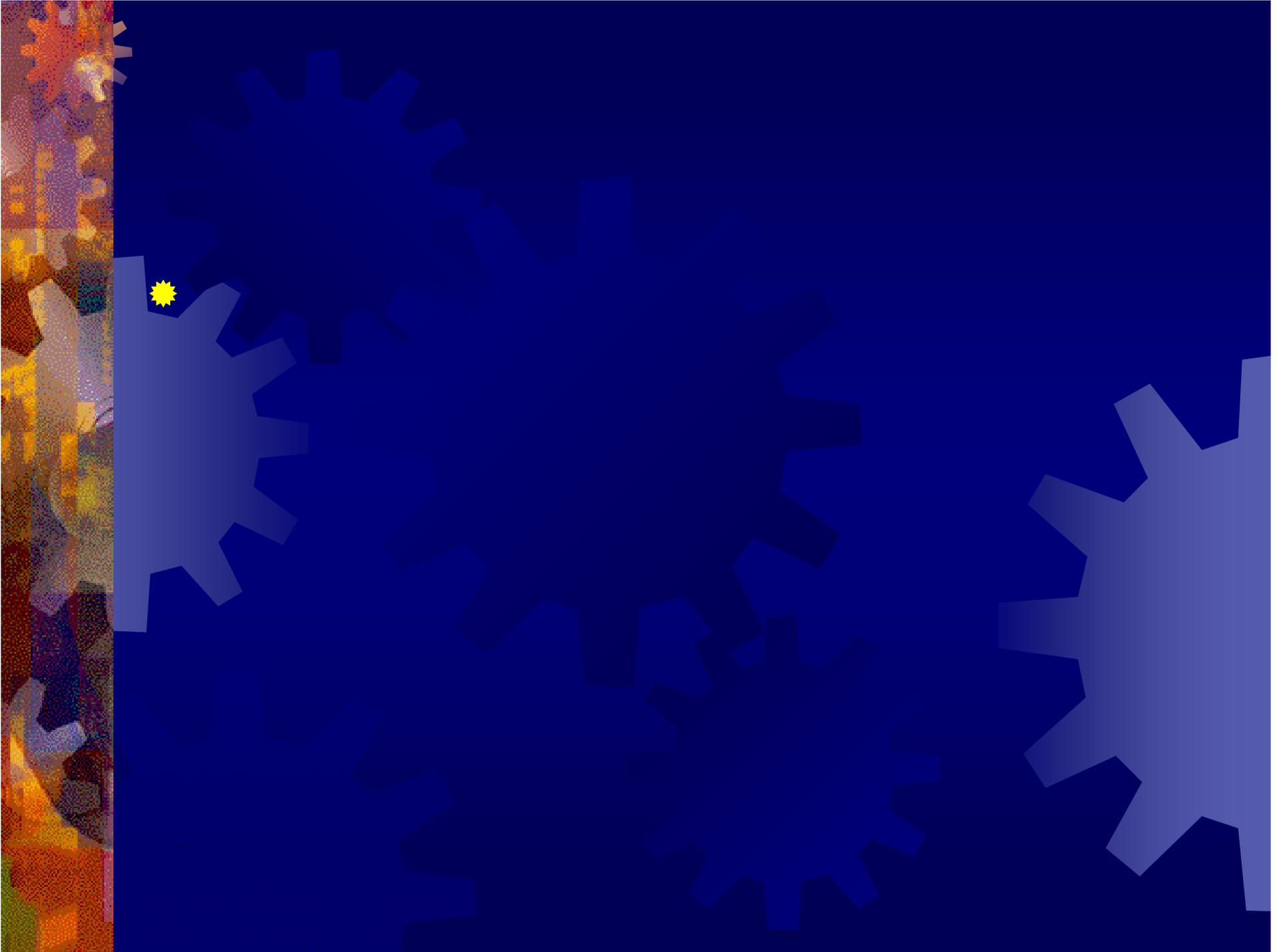
- ★ Each patent issued = 15 PDH



9. Engaging in self directed study

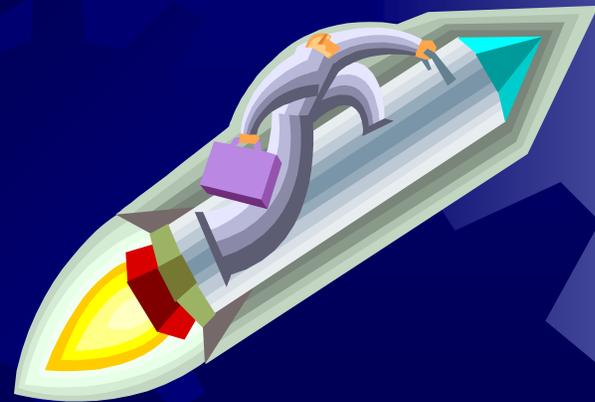
- ★ One hour of contact time = 1 PDH
- ★ Maximum of 5 PDH per year
- ★ Critical record keeping
- ★ Examples: Reading of professional or technical journals or reference books, research, etc.





Who is exempt?

- ✦ 4 types of exemptions
- ✦ Not the same as exemption from \$200 renewal fee
- ✦ Board can review and approve special case exemptions.



Who is exempt?

- ☀ License holders by way of exam – exempt 1st license period
- ☀ Deployed Military
- ☀ Disability or Illness
- ☀ “Inactive” Status



And in the end.....

- ✦ Credit for activities responsibility of license holder and subject to review
- ✦ Board has final authority to audit and review
- ✦ TBPE will NOT pre-approve or endorse any CEP activities
- ✦ Credit for qualifying seminars/ workshops based on contact time

- ★ Self directed study based on contact time and not to exceed 5 PDH/year
- ★ Credit for college courses based on college course credit listed
- ★ Credit for teaching first time only
- ★ PDH credit for being an officer of an organization not earned until end of year of service



TBPE

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Questions

And Answers