



# STATE OF IDAHO

## BUREAU OF OCCUPATIONAL LICENSES

700 West State Street  
PO Box 83720  
Boise, Idaho 83720-0063  
(208) 334-3233  
FAX (208) 334-3945  
E-Mail [ibol@ibol.idaho.gov](mailto:ibol@ibol.idaho.gov)  
Website <http://www.ibol.idaho.gov>

### MEMO

TO: Idaho License/Certification/Technician Acupuncturist

FROM: Idaho Board of Acupuncture

SUBJECT: Clarification on Continuing Education and License Renewal

DATE: February 14, 2012

We are writing to clarify some issues that keep resurfacing with regards to the yearly continuing education unit (CEU) requirements for licensure/certification. The two primary areas of confusion are: 1) timing of the renewal application with the dates of the CEU course and 2) the types of courses and activities that qualify as CEUs. Please read the following information carefully. Doing so may not only save you some time but also prevent you from putting your license/certification at risk.

**Introduction to the work of the Board and the Bureau:** First, we'd like to give you some quick background information about the Idaho Board of Acupuncture (IBA) as well as the Idaho Bureau of Occupational Licenses (IBOL). As a licensed professional in this state you work within the existing statutes and the Board rules that determine the qualifications of persons applying for or renewing licensure/certification. The IBA is a self-governing board comprised of three licensed Acupuncturists, one certified acupuncturist and one member of the general public - all of whom are appointed by the governor. The IBOL is a state agency that performs the administrative functions related to state licensing. As a licensee in this state you should be aware of state statutes and rules regarding acupuncture, licensure/certification and renewals. For more information go to [www.ibol.idaho.gov](http://www.ibol.idaho.gov) and click on "Acupuncturists" in the menu bar on the left side.

**License/Certification Renewals and CEUs:** As you probably know, all acupuncture licenses and certificates must be renewed annually. Fifteen CEUs are required each year and 100% of the renewals are subject to a CEU audit. While this is fairly straightforward, there are a couple of details that we would like to clarify.

1) **CEU Carryover:** Any CEU hours that are extra and thus not counted that year may be utilized for credit in the following renewal year - but NOT subsequent years. Thus, (for example) if you accrued 60 CEUs in 2010 and zero CEUs in 2011, you could carry over an extra 15 CEUs to cover 2011. However, none of the 2010 CEUs could be used in 2012.

2) **Timing of CEU courses and Your Renewal Date:** The annual deadline for your renewal application is your birthday. However, the IBOL staff sends out renewal applications approximately 6 weeks ahead of this deadline. It is fine to send in the paperwork way ahead of your birthday *as long as you have already completed your annual CEU requirements*. (The application requires that you sign an affidavit that these have already been met.) Many people send in this application before they finish the CEU requirements thinking that it will be fine because they are scheduled to attend a course before their birthday. However, this is considered a "fraudulent application" and is grounds for disciplinary action. Thus, (for example) if your birthday is October 15th and you are signed up for a CEU course at the end of September, *do not* mail in your renewal application until after the course is completed.

**Appropriate Subject Material for CEU Courses:** The legislated rules state that the subject material for the CEU requirements *"must be germane to the practice of acupuncture and accepted by NCCAOM, offered by accredited schools of acupuncture and oriental medicine, or otherwise approved by the Board."* For more information on the meaning of "germane to the practice of acupuncture" the rules direct us to the statute that says, *"Acupuncture means that theory of health care developed from traditional and modern Oriental medical philosophies that employs*

*Striving to exceed the expectations of those we serve*

*diagnosis and treatment of conditions of the human body based upon stimulation of specific acupuncture points on meridians of the human body for the promotion, maintenance, and restoration of health and for the prevention of disease. Therapies within the scope of acupuncture include manual, mechanical, thermal, electrical and electromagnetic treatment of such specific indicated points. Adjunctive therapies included in, but not exclusive to, acupuncture include herbal and nutritional treatments, therapeutic exercise and other therapies based on traditional and modern Oriental medical theory." Furthermore, the "practice of acupuncture" means the insertion of acupuncture needles and use of similar devices and therapies, including application of moxibustion, to specific indicated points on the skin of the human body as indicated pursuant to traditional and modern theories of Oriental medicine."* We point out these rules and statutes as background information to the clarifications discussed below.

1) **Germane to the Practice of Acupuncture:** As defined in the statute cited above, the appropriate CEU topics relate to traditional and modern Oriental medical philosophies and techniques. Thus, (for example) courses focusing on western style techniques and supplementation are not applicable.

2) **Questionable Courses May be Approved by the Board:** If you are unsure whether or not your desired CEU course material will be acceptable, you can request approval *in advance*. The IBOL website states, " All requests for approval or pre-approval of educational programs must be made to the Board in writing, and must be accompanied by a statement that includes the name of the instructor or instructors, the date, time and location of the course, the specific agenda for the course, the number of continuing education credit hours requested, and a statement of how the course is believed to be pertinent to the practice of acupuncture." Please note that the Board (IBA) meets quarterly - generally in January, April, July and October - so please time your requests appropriately.

3) **National Certification Commission for Acupuncture and Oriental Medicine (NCCAOM) Approval:** The NCCAOM approval requirement evokes confusion in two ways.

a) The NCCAOM approves a number of CEU courses that are not actually "germane to the practice of acupuncture" as defined by our statutes. Please note that qualifying courses need to be *both* "germane" **and** NCCAOM approved/offered by accredited schools/approved by the Board.

b) Those practitioners familiar with NCCAOM recertification requirements know that this Commission requires 60 Professional Development Activity (PDA) hours every 4 years. Thirty of these must be CEU coursework and the remaining may include activities such as research, publications, advocacy and teaching. Please understand that the Idaho licensure requirements are different than the NCCAOM requirements. Thus, you can *only* count CEU coursework hours for your Idaho licensure/certification renewal - *not* activities such as those listed above. Furthermore, the state rules stipulate that a "verification of attendance" be submitted for the coursework.

It is our sincere hope as a Board that these clarifications prove useful to you. Please note that in the past we have been rather lenient in what was accepted for continuing education units. Please understand that in the future we will be adhering more to the standards outlined above.

If you have any questions or concerns, please contact Marilyn London, by calling 208-577-2599 or e-mailing [ACU@ibol.idaho.gov](mailto:ACU@ibol.idaho.gov).

Idaho Board of Acupuncture Examiners,

John Downey, Chair

Lauri McKean

Charles Raymond

Rho Zaragoza

Donessa Horsewood

*Striving to exceed the expectations of those we serve*