



SLP/Aud Licensing
Health Occupations Program
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SLP/Aud Licensing and Continuing Education Overview

As a licensed Speech-Language Pathologist or Audiologist you must satisfy a Continuing Education (CE) requirement. Please refer to the wallet card sent with your issuance letter to determine when you will report CE for the first time. You must report the number of prorated CE contact hours indicated on your card the first time you report and 30 CE contact hours every other year after that.

Continuing education activity must meet the follow standards:

- 1) The activity constitutes an organized program of learning,
- 2) It will advance the knowledge of the practitioner,
- 3) It pertains to subjects that relate to the practice of speech-language pathology or audiology,
- 4) It is conducted by an individual who has training and experience in the area of study being presented, and,
- 5) It is presented by a sponsor that will maintain attendance records for four years.

Auditing continuing education reports:

Speech-Language Pathologist and Audiologist licensees no longer have to submit certificates or other verification of continuing education completion. Instead the commissioner will audit a percentage of the continuing education report based on random selection. A licensee must keep all documentation for two years after the last day of the biennial licensure period in which the contact hours were earned. For details of documentation that must be kept and a complete list of reasons the commissioner may audit a continuing education report see: [2009 Minnesota Statutes 148.5193 continuing education requirements](#)

Completing your CE report:

If you attend a convention, please list each break-out sessions that you attended at the convention. You must note whether the break-out session was **directly** or **generally related** and the length of the session. You may include a copy of the convention agenda in addition to listing each break-out session on your CE reporting form. Two thirds of CE contact hours must be directly related, and one third of your CE contact hours may be **generally related**.

Converting activities to CE credits:

- 1) 1 ASHA CEU = 10 CE's
- 2) Non-ASHA CE's: Minutes ÷ 60 = number of CE's
- 3) Educational credits as CE's: 1 Quarter Credit = 10 CE's; 1 Semester Credit = 14 CE's
- 4) Except for the 1st CE Report, a Minnesota Licensed Speech-Language Pathologist/ Audiologist will have a full 2 years to report. If reporting CE's for the first time, you may go back to the date you were first issued your license.

This Continuing Education Packet Includes:

- 1) Continuing Education Reporting Form
- 2) Examples of Courses Directly Related, Generally Related and Denied
- 3) Reporting Procedure & Affirmation for SLP/Aud's that hold a Minnesota Teachers License with Minnesota Board of Teaching.
- 4) "Unofficial" excerpts of Minnesota Regulations for Speech-Language Pathologist & Audiologist Licensing CE Requirements.