

DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS

DIRECTOR'S OFFICE

PODIATRIC MEDICINE AND SURGERY – GENERAL RULES

(By authority conferred on the director of the department of licensing and regulatory affairs by sections 16145, 16148, and 18001 of 1978 PA 368, MCL 333.16145, MCL 333.16148, and 333.18001 and Executive Reorganization Order Nos. 1996-1, 1996-2, 2003-1, and 2011-4, MCL 330.3101, 445.2001, 445.2011, and 445.2030)

PART 1. GENERAL PROVISIONS

R 338.8101 Definitions.

Rule 101. (1) As used in these rules:

- (a) "Board" means the Michigan board of podiatric medicine and surgery.
- (b) "Code" means 1978 PA 368, MCL 333.1101 to 333.25211.
- (c) "Department" means the department of licensing and regulatory affairs.

(2) Terms defined in article 15 of the code have the same meanings when used in these rules.

History: 1990 AACCS; 2014 AACCS.

R 338.8102 Training standards for identifying victims of human trafficking; requirements.

Rule 102. (1) Pursuant to section 16148, MCL 333.16148, and section 17060, MCL 333.17060 of the code, an individual seeking licensure or licensed shall complete training in identifying victims of human trafficking that meets the following standards:

(a) Training content that covers all of the following:

(i) Understanding the types and venues of human trafficking in Michigan or the United States.

(ii) Identifying victims of human trafficking in health care settings.

(iii) Identifying the warning signs of human trafficking in health care settings for adults and minors.

(iv) Identifying resources for reporting the suspected victims of human trafficking.

(b) Acceptable providers or methods of training include any of the following:

(i) Training offered by a nationally-recognized or state-recognized health-related organization.

(ii) Training offered by, or in conjunction with, a state or federal agency.

(iii) Training obtained in an educational program that has been approved by the board for initial licensure, or by a college or university.

(iv) Reading an article related to the identification of victims of human trafficking that meets the requirements of subdivision (a) of this rule and is published in a peer review journal, health care journal, or professional or scientific journal.

(c) Acceptable modalities of training may include any of the following:

- (i) Teleconference or webinar.
- (ii) Online presentation.
- (iii) Live presentation.
- (iv) Printed or electronic media.

(2) The department may select and audit a sample of individuals and request documentation of proof of completion of training. If audited by the department, an individual shall provide an acceptable proof of completion of training, including either of the following:

(a) Proof of completion certificate issued by the training provider that includes the date, provider name, name of training, and individual's name.

(b) A self-certification statement by an individual. The certification statement shall include the individual's name and either of the following:

(i) For training completed pursuant to subrule (1)(b)(i) to (iii) of this rule, the date, training provider name, and name of training.

(ii) For training completed pursuant to subrule (1)(b)(iv) of this rule, the title of article, author, publication name of peer review journal, health care journal, or professional or scientific journal, and date, volume, and issue of publication, as applicable.

(3) Pursuant to section 16148 of the code, MCL 333.16148, the requirements specified in subrule (1) of this rule shall apply for license renewals beginning with the first renewal cycle after the promulgation of this rule and for initial licenses issued 5 or more years after the promulgation of this rule.

History: 2017 MR 1, Eff. Jan. 6, 2017.

R 338.8103 Licensure by examination; requirements.

Rule 103. An applicant for licensure by examination shall submit a completed application, on a form provided by the department, together with the requisite fee. In addition to meeting the requirements of the code and the administrative rules promulgated pursuant to the code, an applicant shall satisfy all of the following requirements:

(a) Have graduated from a school of podiatric medicine approved by the board.

(b) Have achieved a score of pass on parts I, II, and III of the examination developed and scored by the national board of podiatric medical examiners (nbpme).

(c) Have achieved a converted score of not less than 75 on the podiatric jurisprudence examination administered by the department.

(i) The jurisprudence examination shall assess an applicant's knowledge of the laws and administrative rules governing the practice of podiatric medicine and surgery in this state.

(ii) An applicant who fails to achieve a passing score on the jurisprudence examination may repeat the examination without limitation.

(d) Have satisfactorily completed 1 year of a postgraduate residency or preceptorship program approved by the board. Certification of completion of postgraduate education shall be accepted by the board not more than 30 days before completion of the training.

History: 1990 AACCS; 2014 AACCS.

R 338.8104 Examinations; eligibility for part III.

Rule 104. (1) Part III of the nbpme examination shall assess an applicant's knowledge, skills, and abilities related to the clinical practice of podiatric medicine and surgery.

(2) To be eligible for part III of the podiatric examination administered by the nbpme, an applicant shall submit an application for licensure, pursuant to R 338.8103, together with the requisite fee. To assure eligibility to sit for the nbpme examination, an applicant shall submit his or her completed application not less than 30 days before the date of the examination.

(3) An applicant who fails after 3 attempts to achieve a passing score on part III of the nbpme examination is not eligible to sit again for the examination until he or she has completed a program of study in podiatric medicine and surgery acceptable to the board. If the applicant thereafter fails part III of the nbpme examination, the applicant may repeat the examination without limitation if the applicant, subsequent to each failure, first completes a program of study in podiatric medicine and surgery acceptable to the board. As used in this subrule, "a program of study in podiatric medicine and surgery acceptable to the board" means any of the following:

(a) A course or courses in podiatric medicine and surgery offered by a school of podiatric medicine which is approved by the board.

(b) A program of study in podiatric medicine and surgery developed and offered by a sponsor of a residency program approved by the board.

(c) A course or courses in podiatric medicine and surgery offered by a sponsor of a continuing education program approved by the board.

History: 1990 AACCS; 2014 AACCS.

R 338.8107 Licensure by endorsement; requirements.

Rule 107. (1) An applicant for licensure by endorsement shall submit a completed application, on a form provided by the department, together with the requisite fee. In addition to meeting the requirements of the code and the administrative rules promulgated pursuant to the code, an applicant shall satisfy the requirements of this rule.

(2) If an applicant is licensed in another state and has been licensed as a podiatrist for a minimum of 10 years before the date of filing an application for Michigan podiatric medical licensure, it will be presumed that the applicant meets the requirements of section 16186(1)(a) and (b), MCL 333.16186(1)(a) and (b), of the code. The applicant shall obtain a converted score of not less than 75 on the podiatric jurisprudence examination administered by the department.

(3) If an applicant does not meet the requirements of subrule (2) of this rule, the applicant shall satisfy all of the following requirements:

(a) Have graduated from a school of podiatric medicine approved by the board.

(b) Have satisfactorily completed a postgraduate residency approved by the board.

(c) Was first licensed in another state and had achieved a score of pass on each part of the examination developed and scored by the national board of podiatric medical examiners.

(d) Have obtained a converted score of not less than 75 on the podiatric jurisprudence examination administered by the department.

(4) An applicant's license shall be verified, on a form provided by the department, by the licensing agency of any state of the United States in which the applicant holds a current license or ever held a license as a podiatrist. If applicable, verification shall include the record of any disciplinary action taken or pending against the applicant.

History: 1990 AACCS; 2014 AACCS.

R 338.8108 Approval of preceptorship programs; application.

Rule 108. To obtain approval of a preceptorship program which is not conducted under the supervision and control of a board-approved school of podiatric medicine, a sponsor shall submit a completed application, on a form provided by the department, and demonstrate that the preceptorship program substantially meets the standards adopted by the board in R 338.8113(3).

History: 1990 AACCS.

R 338.8109 Educational limited licenses.

Rule 109. (1) An educational limited license authorizes the holder of the license to engage in the practice of podiatric medicine and surgery as part of a postgraduate education program.

(2) An applicant for an educational limited license shall submit a completed application, on a form provided by the department, together with the requisite fee. In addition to meeting the requirements of the code and the administrative rules promulgated pursuant to the code, an applicant shall satisfy all of the following requirements:

(a) Have graduated from a school of podiatric medicine approved by the board.

(b) Have been appointed to a residency or 1-year preceptorship program approved by the board.

(c) Have achieved a score of pass parts I and II of the examination developed and scored by the national board of podiatric medical examiners.

History: 1990 AACCS; 2014 AACCS.

R 338.8110 Requirements for relicensure; license lapsed for less than 3 years; continuing education.

Rule 110. (1) An applicant for relicensure whose license has been lapsed for less than

3 years, under the provisions of section 16201(3), MCL 333.16201(3), of the code, may be relicensed by complying with all of the following requirements:

(a) Submitting a completed application on a form provided by the department, together with the requisite fee.

(b) Submitting proof of having completed within the 3-year period immediately preceding the date of application, 150 hours of continuing podiatric medical education credit that complies with R 338.8127.

(c) Taking and achieving a converted score of not less than 75 on the podiatric jurisprudence examination administered by the department.

(2) In addition to meeting the requirements of subrule (1) of this rule, an applicant's license shall be verified, on a form provided by the department, by the licensing agency of any state of the United States in which the applicant holds a current license or ever held a license as a podiatrist. This includes, but is not limited to, showing proof of any disciplinary action taken or pending disciplinary action imposed on the applicant.

History: 2014 AACCS; 2017 MR 1, Eff. Jan. 6, 2017.

R 338.8111 Requirements for relicensure; license lapsed for 3 years or more; continuing education; examination.

Rule 111. (1) An applicant for relicensure whose license has been lapsed for 3 years or more and who holds a current license as a podiatrist in another state of the United States, under the provisions of section 16201(4), MCL 333.16201(4), of the code, may be relicensed by complying with all of the following requirements:

(a) Submitting a completed application on a form provided by the department, together with the requisite fee.

(b) Submitting proof of having completed within the 3-year period immediately preceding the date of application 150 hours of continuing podiatric medical education credit that complies with R 338.8127.

(c) Taking and achieving a converted score of not less than 75 on the podiatric jurisprudence examination administered by the department.

(2) An applicant for relicensure whose license has been lapsed for 3 years or more and who does not hold a current license as a podiatrist in any state of the United States, under the provisions of section 16201(4), MCL 333.16201(4), of the code may be relicensed by complying with all of the following requirements:

(a) Submitting a completed application on a form provided by the department, together with the requisite fee.

(b) Taking and achieving a score of pass on part III of the examination developed and scored by the National Board of Podiatric Medical Examiners.

(c) Taking and achieving a converted score of not less than 75 on the podiatric jurisprudence examination administered by the department.

(3) In addition to meeting the requirements of either subrule (1) or (2) of this rule, an applicant's license shall be verified, on a form provided by the department, by the licensing agency of any state of the United States in which the applicant has ever held a license as a podiatrist. This includes, but is not limited to, showing proof of any disciplinary action taken or pending disciplinary action imposed on the applicant.

History: 2014 AACCS; 2017 MR 1, Eff. Jan. 6, 2017.

R 338.8113 Accreditation standards for approval of schools of podiatric medicine and residency programs; institutions of higher education; adoption of standards by reference.

Rule 113. (1) The board approves and adopts by reference the standards for accrediting colleges of podiatric medicine developed and adopted by the council on podiatric medical education (cpme) of the American podiatric medical association and entitled “Standards and Requirements for Accrediting Colleges of Podiatric Medicine”, cpme 120, November 2011. A copy of the standards and requirements is available at no cost from the council’s website at www.cpme.org. A copy of the standards and requirements also is available for inspection and distribution at cost from the Board of Podiatric Medicine and Surgery, Michigan Department of Licensing and Regulatory Affairs, 611 West Ottawa, Lansing, MI 48909. The board shall consider any school of podiatric medicine accredited by the council on podiatric medical education of the American podiatric medical association as a school of podiatric medicine approved by the board.

(2) The board approves and adopts by reference the standards for approval of residency programs developed and adopted by the council on podiatric medical education (cpme) of the American podiatric medical association entitled “Standards and Requirements for Approval of Residencies in Podiatric”, cpme 320, July 1, 2011. A copy of the standards and requirements is available at no cost from the council’s website at www.cpme.org. A copy of the standards and requirements also is available for inspection and distribution at cost from the Board of Podiatric Medicine and Surgery, Michigan Department of Licensing and Regulatory Affairs, 611 West Ottawa, Lansing, MI 48909. The board shall consider any residency program approved by the council on podiatric medical education of the American podiatric medical association as a residency program approved by the board.

(3) A higher education institution is considered approved by the board if it is accredited by the accrediting body of the region in which the institution is located and the accrediting body meets either the recognition standards and criteria of the council for higher education accreditation or the recognition procedures and criteria of the United States department of education. The board adopts by reference the procedures and criteria for recognizing accrediting organizations of the council for higher education accreditation (chea), effective June 28, 2010, and the procedures and criteria for recognizing accrediting agencies of the United States department of education, effective July 1, 2010, as contained in Title 34, Part 602 of the Code of Federal Regulations. Copies of the standards and criteria of the council for higher education accreditation and the United States department of education are available for inspection and distribution at cost from the Board of Podiatric Medicine and Surgery, Bureau of Health Care Services, Department of Licensing and Regulatory Affairs, 611 West Ottawa, P.O. Box 30670, Lansing, MI 48909. The chea recognition standards also may be obtained at no cost from the council’s website at <http://www.chea.org>. The federal recognition criteria also may be obtained at no cost from the department’s website at <http://www.ed.gov/about/offices/list/OPE/index.html>.

(4) The board adopts by reference the standards of the following postsecondary accrediting organizations, which are available for inspection and distribution at cost from

the Board of Podiatric Medicine and Surgery, Bureau of Health Care Services, Department of Licensing and Regulatory Affairs, 611 West Ottawa, P.O. Box 30670, Lansing, MI 48909. Copies of the following standards may be obtained from the individual accrediting organization at the identified cost:

(a) The standards of the Middle States Association of Colleges and Schools, Commission on Higher Education, 3624 Market Street, Philadelphia, PA 19104, set forth in the document entitled “Characteristics of Excellence in Higher Education: Eligibility Requirements and Standards for Accreditation”, 2011 edition, which is available free of charge on the association’s website at <http://www.msche.org>.

(b) The standards of the New England Association of Schools and Colleges, Inc., Commission on Institutions of Higher Education, 209 Burlington Road, Bedford, MA 07130, set forth in the document entitled “Standards for Accreditation”, 2011 Edition, which is available free of charge on the association’s website at <http://www.neasc.org>.

(c) The standards of the North Central Association of Colleges and Schools, the Higher Learning Commission, 30 North LaSalle Street, Suite 2400, Chicago, IL 60602, set forth in the document entitled “Handbook of Accreditation”, Third Edition, which is available for purchase through the association’s website at <http://www.ncahigherlearningcommission.org>.

(d) The standards of the Northwest Commission on Colleges and Universities, 8060 165th Avenue NE, Suite 100, Redmond, WA 98052, set forth in the document entitled “Accreditation Handbook”, 2003 edition, updated June 23, 2008, and “Revised Accreditation Standards 2010” which are available at no cost on the association’s website at <http://www.nwccu.org>.

(e) The standards of the Southern Association of Colleges and Schools, Commission on Colleges, 1866 Southern Lane, Decatur, GA 30033, set forth in the document entitled “Principles of Accreditation: Foundations for Quality Enhancement”, 2010 Edition, which is available free of charge on the association’s website at <http://www.sacscoc.org>.

(f) The standards of the Western Association of Schools and Colleges, the Accrediting Commission for Senior Colleges and Universities, 985 Atlantic Avenue, Suite 100, Alameda, CA 94501, set forth in the document entitled “Handbook of Accreditation”, October 2008, which is available free of charge on the commission’s website at <http://www.wascsenior.org>.

(g) The standards of the Western Association of Schools and Colleges, Accrediting Commission for Community and Junior Colleges, 10 Commercial Blvd., Suite 204, Novato, CA 94949 set forth in the document entitled “Accreditation Reference Handbook”, July 2011, which is available free of charge on the commission’s website at <http://www.accjc.org>.

(3) The board approves and adopts by reference the standards for establishing preceptorship programs developed and approved by the council on podiatric medical education of the American podiatric medical association in February, 1986, entitled "Guidelines for Preceptorship Programs in Podiatric Medicine." The board shall designate any preceptorship program which substantially meets the standards for establishing preceptorship programs developed and approved by the council on podiatric medical education of the American podiatric medical association as a preceptorship program approved by the board.

(4) The board approves and adopts by reference the standards for recognizing preceptorship sponsors developed and approved by the council on podiatric medical education of the American podiatric medical association in August, 1986, entitled "Criteria for Recognition of Preceptorship Sponsors." The board shall consider any preceptorship program sponsored by a preceptor recognized by the council on podiatric medical education of the American podiatric medical association as a preceptorship program approved by the board.

(5) The standards for establishing preceptorship programs developed and approved by the council on podiatric medical education of the American podiatric medical association in February, 1986, entitled "Guidelines for Preceptorship Programs in Podiatric Medicine," and the standards for recognizing preceptorship sponsors developed and approved by the council on podiatric medical education of the American podiatric medical association in August, 1986, entitled "Criteria for Recognition of Preceptorship Sponsors" may be obtained at no cost from the Board of Podiatric Medicine and Surgery, Bureau of Health Care Services, Department of Licensing and Regulatory Affairs, 611 West Ottawa, P.O. Box 30670, Lansing, Michigan 48909, or at no cost from the Council on Podiatric Medical Education, American Podiatric Medical Association, 20 Chevy Chase Circle, N.W., Washington, DC 20015.

History: 1990 AACCS; 2014 AACCS.

R 338.8114 Delegating to physician's assistants the prescribing of controlled substances; limitation.

Rule 114. (1) A podiatrist who supervises a physician's assistant under sections 18048 and 18049, MCL 333.18048 and 333.18049, of the code may delegate the prescribing of controlled substances listed in schedules 2 to 5 to a physician's assistant if the delegating podiatrist establishes a written authorization that contains all of the following information:

- (a) The name, license number, and signature of the supervising podiatrist.
- (b) The name, license number, and signature of the physician's assistant.
- (c) The limitations or exceptions to the delegation.
- (d) The effective date of the delegation.

(2) A delegating podiatrist shall review and update a written authorization prior to the renewal of a physician's assistant's license or in the interim, as needed. A delegating podiatrist shall note the review date on the written authorization.

(3) A delegating podiatrist shall maintain a written authorization in each separate location of the podiatrist's office where the delegation occurs.

(4) A delegating podiatrist shall ensure that an amendment to the written authorization complies with subrule (1)(a) to (d) of this rule.

History: 2014 AACCS.

R 338.8115 Patient records; retention; disposition; confidentiality.

Rule 115. (1) Any individual covered by these rules shall retain a patient record for at least 7 years from the date of the last podiatric service, pursuant to section 16213, MCL 333.16213, of the code.

(2) A licensee shall retain a patient record for a minor patient for at least 7 years from the date of the last podiatric service, or until the minor patient reaches the age of 19, whichever is later.

(3) Any individual covered by these rules shall store and dispose of written, electronic and other client records so as to ensure their confidentiality, except as otherwise proscribed by law.

History: 2014 AACCS.

PART 2. CONTINUING EDUCATION

R 338.8125 Rescinded.

History: 1980 AACCS; 1996 AACCS.

R 338.8126 License renewal; requirements; applicability.

Rule 126. (1) An applicant for license renewal who has been licensed for the 3-year period immediately preceding the expiration date of the license shall accumulate during the 3 years immediately preceding an application for renewal not less than 150 hours of continuing podiatric medical education in activities approved by the board under R 338.8128.

(2) Submission of an application for renewal shall constitute the applicant's certification of compliance with the requirements of this rule. A licensee shall retain documentation of meeting the requirements of this rule for a period of 4 years from the date of applying for license renewal. Failure to comply with this rule is a violation of section 16221(h), MCL 333.16221(h), of the code.

(3) The requirements of this rule do not apply to a licensee during his or her initial licensure cycle.

History: 2014 AACCS.

R 338.8127 Acceptable continuing education; requirements; limitations.

Rule 127. (1) The 150 hours of continuing education required pursuant to R 338.8126(1) for the renewal of a license shall comply with the following, as applicable:

(a) Not more than 12 credit hours shall be earned during one 24-hour period.

(b) A licensee may not earn credit for a continuing education program or activity that is identical or substantially identical to a program or activity the licensee has already earned credit for during that renewal period.

(c) An applicant for license renewal shall complete at least 5 continuing podiatric medical education hours in pain and symptom management in each renewal period

pursuant to section 16204(2), MCL 333.16204(2), of the code. Courses in pain and symptom management may include, but are not limited to, courses in behavior management, pharmacology, behavior modification, stress management, clinical applications, and drug interventions as they relate to professional practice.

(2) Pursuant to 2005 PA 70, MCL 338.3703, at least ½ of the 150 hours of continuing podiatric medical education credit in board-approved courses or programs that are required for the renewal of a license may be earned through on-line or electronic media, such as videotapes, internet web-based seminars, video conferences, on-line continuing education programs, and on-line journal articles.

(3) The board will consider the following as acceptable continuing education:

Acti vity Code	Acceptable Continuing Education Activities and Proof of Completion	Number of Continuing Education Hours Granted/Permitted for Each Activity
A	<p>Attendance at or participation in a continuing education program or activity related to the practice of podiatry, or any non-clinical subject relevant to podiatry practice, education, administration, management, or science, which includes, but is not limited to, live and in-person programs; interactive or monitored teleconference or audio-conference programs; online programs; and, journal articles or other self-study programs offered by a sponsor accredited or approved by the Council on Podiatric Medical Education (CPME).</p> <p>If audited, a licensee shall submit a copy of a letter or certificate of completion showing the licensee's name, number of credits earned, sponsor name or the name of the organization that approved the program or activity for continuing education credit, and the date on which the program was held or activity completed.</p>	<p>The number of continuing education hours for a specific program or activity shall be the number of hours approved by the sponsor or the approving organization.</p> <p>A minimum of 75 hours must be earned in each renewal period, unless all 150 hours are earned in Category N.</p>

<p>B</p>	<p>Attendance at or participation in a continuing education program or activity related to the practice of podiatry, or any non-clinical subject relevant to podiatry practice, education, administration, management, or science, which includes, but is not limited to, live and in-person programs; interactive or monitored teleconference or audio-conference programs; online programs; and, journal articles or other self-study programs approved by either of the following:</p> <p>The Michigan board of podiatric medicine and surgery, pursuant to R 338.8128.</p> <p>Another state or provincial board of podiatric medicine and surgery.</p> <p>If audited, a licensee shall submit a copy of a letter or certificate of completion showing the licensee's name, number of credits earned, sponsor name or the name of the organization that approved the program or activity for continuing education credit, and the date on which the program was held or activity completed.</p>	<p>The number of continuing education hours for a specific program or activity shall be the number of hours approved by the sponsor or the approving organization.</p> <p>If the activity was not approved for a set number of hours, then 1 credit hour for each 50-60 minutes of participation may be earned.</p> <p>A maximum of 75 hours may be earned for this category in each renewal period.</p>
<p>C</p>	<p>Attendance at or participation in a continuing education program or activity related to the practice of podiatry, or any non-clinical subject relevant to podiatry practice, education, administration, management, or science, which includes, but is not limited to, live and in-person programs; interactive or monitored teleconference or audio-conference programs; online programs; and, journal articles or other self-study programs accredited, approved, or offered by either of the following:</p>	<p>The number of continuing education hours for a specific program or activity shall be the number of hours approved by the sponsor or the approving organization.</p> <p>A maximum of 40 hours may be earned in this category in each renewal period.</p>

	<p>The Accreditation Council for Continuing Medical Education. The American Osteopathic Association.</p> <p>If audited, a licensee shall submit a copy of a letter or certificate of completion showing the licensee's name, number of credits earned, sponsor name or the name of the organization that approved the program or activity for continuing education credit, and the date on which the program was held or activity completed.</p>	
D	<p>Obtaining specialty board certification from 1 of the following:</p> <p>American Board of Podiatric Orthopedics and Primary Podiatric Medicine.</p> <p>American Board of Podiatric Surgery.</p> <p>American Board of Multiple Specialties in Podiatry.</p> <p>American Board of Lower Extremity Surgery.</p> <p>American Board of Wound Management.</p> <p>If audited, a licensee shall submit proof of certification or recertification.</p>	<p>Fifty hours of continuing education may be earned in the year the applicant is advised of passing the certification examination.</p>
E	<p>Obtaining specialty board recertification by one of the following:</p> <p>American Board of Podiatric Orthopedics and Primary Podiatric Medicine.</p> <p>American Board of Podiatric Surgery.</p> <p>American Board of Multiple Specialties in Podiatry.</p> <p>American Board of Lower Extremity Surgery.</p> <p>American Board of Wound</p>	<p>Thirty hours of continuing education may be earned in the year the applicant is advised of passing the recertification examination.</p>

	<p>Management.</p> <p>If audited, a licensee shall submit proof of recertification.</p>	
F	<p>Serving as an instructor of podiatric medical students, house staff, other physicians, or allied health professionals in a hospital or institution which offers a postgraduate training program that is approved by the board pursuant to R 338.8113, if the hospital or institution has approved the instruction.</p> <p>If audited, a licensee shall submit a letter from the program director verifying the licensee's role.</p>	<p>Two hours of continuing education shall be granted for each 50 to 60 minutes spent as an instructor.</p> <p>A maximum of 50 hours of continuing education may be earned in this category each renewal period.</p>
G	<p>Serving as an instructor of podiatric students at an accredited podiatric medical institution under a rotating externship program recognized and approved by the medical institution in accordance with R 338.8113.</p> <p>If audited, a licensee shall submit a letter from the sponsoring podiatric institution verifying the licensee's role.</p>	<p>Two hours of continuing education shall be granted for each 50 to 60 minutes spent as an instructor.</p> <p>A maximum of 50 hours may be earned in this category in each renewal period.</p>
H	<p>Initial publication of an article related to the practice of podiatric medicine and surgery in a peer-reviewed journal.</p> <p>If audited, a licensee shall submit a copy of the publication that identifies the licensee as the author or a publication acceptance letter.</p>	<p>Twenty-five hours of continuing education shall be granted per publication.</p> <p>A maximum of 75 hours may be earned in this category in each renewal period.</p>
I	<p>Initial publication of a chapter related to the practice of podiatric medicine and surgery in either of the following:</p> <p>A professional or health care</p>	<p>Fifty hours of continuing education shall be granted per publication.</p> <p>A maximum of 50 hours may</p>

	<p>textbook. A peer-reviewed textbook.</p> <p>If audited, a licensee shall submit a copy of the publication that identifies the licensee as the author or a publication acceptance letter.</p>	<p>be earned in this category in each renewal period.</p>
J	<p>Initial presentation of a scientific exhibit, a formal original scientific paper, or both, at a professional meeting.</p> <p>If audited, a licensee shall submit a copy of the document presented with evidence of presentation and a log indicating time spent in preparation or a letter from the program sponsor verifying the length and date of the presentation and a log indicating time spent in preparation.</p>	<p>Two hours of continuing education shall be granted for each 50 to 60 minutes of presentation and preparation.</p> <p>A maximum of 30 hours may be earned in this category each renewal period.</p>
K	<p>Independent study is the independent reading of peer-reviewed professional journals or medical textbooks.</p> <p>If audited, a licensee shall submit an affidavit attesting to the number of hours the licensee spent participating in these activities.</p>	<p>One hour of continuing education shall be granted for each 50 to 60 minutes of participation.</p> <p>A maximum of 30 hours may be earned in this category in each renewal period.</p>
L	<p>Completion of a multi-media program that requires a licensee to complete a self-assessment component, including, but not limited to, videotapes, internet web-based seminars, video conferences, on-line continuing education programs, and journal articles. This does not include multi-media programs that satisfy the requirements of activity codes a, b, or c. A self-assessment component shall include, but not be limited to, a post-test or other evaluation instrument that assesses the</p>	<p>One hour of continuing education shall be granted for each 50 to 60 minutes of participation.</p> <p>A maximum of 30 hours may be earned in this category each renewal period.</p>

	<p>knowledge an individual gained after completing an activity.</p> <p>If audited, a licensee shall submit an affidavit attesting to the number of hours the licensee spent participating in these activities.</p>	
M	<p>Participation on a hospital staff committee dealing with quality patient care or utilization review, or both.</p> <p>If audited, a licensee shall submit a letter from an organization official verifying the licensee’s participation and the number of hours the licensee spent participating on the committee.</p>	<p>One hour of continuing education shall be granted for each 50 to 60 minutes of participation.</p> <p>A maximum of 30 hours may be earned in this category each renewal period.</p>
N	<p>Full-time enrollment in a postgraduate clinical training program related to the practice of podiatric medicine and surgery in a hospital or institution that is approved by the board pursuant to R 338.8113.</p> <p>If audited, a licensee shall submit a letter from the program director verifying the licensee participated in the program.</p>	<p>A minimum of 5 months participation per year is required.</p> <p>Fifty hours of continuing education shall be granted for each year of full-time enrollment.</p> <p>A maximum of 150 hours may be earned in this category each renewal period.</p>

History: 2014 AACCS; 2017 MR 1, Eff. Jan. 6, 2017.

R 338.8128 Continuing education programs; adoption of standards by reference; methods of approval.

Rule 128. (1) The board approves and adopts by reference the standards for approving sponsors of continuing education developed and adopted by the council on podiatric medical education of the American podiatric medical association entitled, “Standards, Requirements, and Guidelines for Approval of Sponsors of Continuing Education in Podiatric Medicine”, cpme 720, July 2010. A copy of the standards and requirements is available at no cost from the council’s website at www.cpme.org. A copy of the standards and requirements is also available for inspection and distribution at cost from the Board of Podiatric Medicine and Surgery, Michigan Department of Licensing and Regulatory Affairs, 611 West Ottawa, Lansing, MI 48909.

(2) The board or authorized committee shall consider requests for approval of individual continuing education programs. A sponsor shall submit an application and information regarding the program or activity to the department at least 60 days before the program or activity is held. For purposes of this rule, 1 credit of continuing education is defined as 50 to 60 minutes of program attendance or participation in an activity.

(3) The board or authorized committee shall evaluate applications for approval based upon all of the following:

(a) The content of a program or activity shall enhance the skills, knowledge, and practice of podiatric medicine and surgery.

(b) The sponsor shall provide an outline of the program or activity that includes a statement of educational goals or measurable behavioral objectives, or both.

(c) The program or activity shall be presented, if applicable, by instructors who are qualified and competent in the subject matter as demonstrated by their education, training, and experience.

(d) Licensee attendance at the program or activity shall be monitored by the sponsor, if applicable.

(e) The sponsor shall maintain, for a period of 3 years from the date of each program, records of program attendance or completion of an activity that show all of the following, as applicable:

(i) The date a program was held or an activity completed.

(ii) The location of a program.

(iii) The credentials of the individuals who presented a program.

(iv) Rosters of individuals who were in attendance at a program or completed an activity.

(v) The continuing education credits awarded to each attendee or participant.

(f) The sponsor shall award a certificate or written evidence of attendance at a program or completion of an activity that includes the following, as applicable:

(i) The participant's name.

(ii) The date and location of the program.

(iii) The sponsor or program approval number.

(iv) The number of continuing education credits earned.

(4) The board or authorized committee may deny approval of programs or activities offered by institutions and organizations if the board or authorized committee determines that the programs or activities offered by those institutions or organizations fail to demonstrate compliance with the legislative intent to further educate licensees on subjects related to the practice of podiatric medicine and surgery.

History: 2014 AACCS.

R 338.8129 Categories of creditable continuing education activities.

Rule 129. The categories of creditable continuing podiatry education activities approved by the board and the maximum credit hours that may be earned in each category are as follows:

(a) Category 1: Continuing podiatry education with accredited sponsorship 150 hours.

(b) Category 2: Continuing podiatry education with non-accredited sponsorship 60 hours.

(c) Category 3: Teaching podiatric physicians or the allied health services 48 hours.

(d) Category 4: Books, papers, publications, and exhibits 45 hours.

(e) Category 5: Nonsupervised study, including self-assessment, instruction, 45 hours specialty board examination preparation, quality care or utilization review.

(f) Category 6: Full-time participation in a graduate training program 150 hours.

History: 2014 AACCS.

R 338.8130 Continuing podiatric education requirement.

Rule 130. (1) A minimum of 75 credit hours of the total 150-hour continuing podiatric education requirement shall be earned in category 1 or category 6. The remaining 75 credit hours may be earned in category 1, 2, 3, 4, 5, or 6. The credits shall be earned in the 3-year period beginning March 1, and ending the last day of February in the year preceding application for renewal of licensure.

(2) One clock hour spent meeting the requirements of category 1, 2, 4, 5, or 6 shall equal 1 credit hour for the purpose of satisfying the 150-hour continuing podiatric education requirement.

(3) One clock hour spent in instruction pursuant to category 3 shall equal 2 credit hours for the purpose of satisfying the 150-hour continuing podiatric education requirement.

History: 2014 AACCS.

R 338.8131 Rescinded.

History: 2014 AACCS; 2017 MR 1, Eff. Jan. 6, 2017.

R 338.8132 Rescinded.

History: 2014 AACCS; 2017 MR 1, Eff. Jan. 6, 2017.

R 338.8133 Rescinded.

History: 2014 AACCS; 2017 MR 1, Eff. Jan. 6, 2017.

R 338.8134 Rescinded.

History: 2014 AACCS; 2017 MR 1, Eff. Jan. 6, 2017.

R 338.8135 Rescinded.

History: 2014 AACS; 2017 MR 1, Eff. Jan. 6, 2017.

R 338.8136 Rescinded.

History: 2014 AACS; 2017 MR 1, Eff. Jan. 6, 2017.

R 338.8145 Rescission.

Rule 145. (1) R 338.311 and R 338.312 of the Michigan Administrative Code, appearing on pages 2411 to 2413 of the 1979 Michigan Administrative Code, are rescinded.

(2) R 338.341 to R 338.384 of the Michigan Administrative Code, appearing on pages 2413 to 2420 of the 1979 Michigan Administrative Code, are rescinded.

(3) R 338.3601 to R 338.3605, R 338.3611 to R 338.3617, and R 338.3621 to R 338.3626 of the Michigan Administrative Code, appearing on pages 2648 to 2655 of the 1979 Michigan Administrative Code, are rescinded.

History: 1980 AACS; 1990 AACS.