

All You Need To Know About OSPA's MCE Program

Every two year renewal period for State Board of Psychology Licensure brings with it some confusion about the Ohio law's requirements and how the OSPA-MCE Program is administered. As the current two year licensure period begins, this article will hopefully clarify what the requirements are and what the process is for assuring that all licenses MCE hours are accurately recorded and then transmitted to the State Board of Psychology.

Ohio Law and Administrative Code Requirements

As required by ORC 4732.14. and OAC 4732-2, in order to renew their license all State Board of Psychology licensees must accrue 23 contact hours of continuing education in each biennium (two year) renewal period; three of the 23 hours must be in the area of ethics. The two year renewal period begins on September 1 and ends on August 31, continuing education hours must be accrued in this time period and cannot apply towards future renewal time periods except in the case where a license has expired and the licensee applies for reinstatement. The current renewal period began on September 1, 2006 and will end on August 31, 2008.

The law authorizes OSPA and OPA to be the registering agencies of licensees mandatory continuing education (MCE).

OSPA MCE Registration Process

The State Board of Psychology sends all licensees renewal information, including what the State Board fee is for renewal – which must be sent back to the State Board offices, and the two forms which can be used to either register with OSPA or OPA. This information is sent out in July preceding the renewal period, which begins September 1.

Licensees who choose OSPA as their registering agency must send the OSPA-MCE Registration form, with the registration fee to the OSPA-MCE office. The current fees and deadlines are as follows:

2006-2008 Biennium Fee:	\$125.00
OSPA Members Only	\$75.00

Late Fees:	If paying after:	
	December 1, 2006	add \$20.00
	March 1, 2007	add \$40.00
	June 1, 2007	add \$60.00
	September 1, 2007	add \$80.00
	December 1, 2007	add \$110.00
	March 1, 2008	add \$150.00
	June 1, 2008	add \$200.00
	August 31, 2006	add \$300.00

Please note the OSPA member discount, and to take advantage of this, make sure that you have renewed your OSPA membership before you send in your OSPA-MCE registration fee. You may also send in the membership form and fee with the OSPA-MCE registration form and fee.

Also, please take special notice of the late fees, these are necessary to enable OSPA to efficiently register licensee's MCE and to assure accuracy of their record. Late fees will be applied, and unfortunately every renewal period several licensees are required to pay them. The best advice to avoid such fees is to mark your calendar in the July preceding the renewal period, so that you will be reminded to look for the State Board of Psychology materials in the mail, and then send in the registration forms to OSPA-MCE, as soon as possible after receiving them.

OSPA sends a transcript update to all registrants every six months – if licensees do not receive these updates that indicates they have not registered. Occasionally licensees send in MCE attendance documentation and have not registered with OSPA – such MCE hours will not be recorded. It is the responsibility of the licensee to register, OSPA does not send out registration reminders to former registrants.

Recording MCE Hours from Accredited Providers and Approved Providers

Providers that are accredited by law to offer CE in Ohio are: OSPA, OPA, The Association of Black Psychologists, NASP, APA, the State Board of Psychology and the State Board of Education. Courses taken by these providers are added to OSPA registrants transcripts upon receipt of a certificate of attendance or other official attendance documentation. **Except for OSPA conferences or workshops, it is the registrants responsibility to send in attendance documentation from all accredited providers.** Copies of original certificates of attendance should be sent to the OSPA-MCE office as soon as possible after attending the professional development. Certificates must contain your name, name of accredited or approved provider, date and contact hours of offering. (Attendance documentation is collected at OSPA conferences and then recorded on transcripts.)

OSPA, OPA and The Association of Black Psychologists are also authorized to approve providers of MCE, such providers must indicate on their promotional materials that they are an approved provider of State Board of Psychology continuing education hours, and they must issue to attendees certificates of attendance. **OSPA-MCE registrants must send in copies of certificates of attendance from these approved providers to assure that their MCE hours will be recorded properly.**

Recording MCE Hours from Non-Approved Providers

All other (Non-approved) courses must be accompanied by the OSPA-MCE Request for Single Course Review Form, which is available upon request from the OSPA-MCE office, and on the OSPA website in the MCE section. The OSPA-MCE Review Committee will consider such requests. With the form registrants must send course content information, the date of the course, the contact hours, and the certificate of attendance with the registrants name included. Courses must be relevant to the profession of school psychology in order to be approved for MCE.

Credit will be considered for such activities as: (must be related to the profession of school psychology) : taking graduate courses (actual contact hours), teaching a graduate course (contact hours), writing an article or other publication (up to ten hours per article) writing a book (up to 20 hours). Credit is only granted once for each course taught or for conducting a workshop. All such credit must take place in the biennium renewal period.

Distance Learning Courses

Because of the difficulty in evaluating distance learning courses OSPA-MCE will only accept such courses taken from providers approved and accredited by the organizations empowered to do so under Ohio law: the Ohio State Board of Psychology, the National Association of School Psychologists (NASP), the Ohio School Psychologists Association (OSPA), the American Psychological Association (APA), the Ohio Psychological Association (OPA), the Ohio State Board of Education/Ohio Department of Education and the Association of Black Psychologists. No other distance learning courses will be approved.

MCE Record Updates

OSPA-MCE will send registrants updates every six months and when registrants meet the 23 hour requirement they will be issued a final notice and copy of their MCE record. Questions about the MCE program or about individual registrants record should be directed to Cheryl VanDenBerge, MCE program manager, at 614-414-5980 or e-mail: ospa1997@aol.com.

Written by Ann Brennan
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