

## Summary of Professional Development Activities by Category

Category	Activity	Hours
A	Formal Courses in Upper Quarter Therapy, Greater Than 3 Hours in Length (All 80 hours may be accrued in Category A)	Minimum 36 Hours
B	Informal Education in Upper Quarter Therapy, Less Than 3 Hours in Length	Maximum 30 Hours
C	Formal Courses with General Clinical OT or PT Content	Maximum 30 Hours
D	Hand Therapy Publications <ul style="list-style-type: none"> <li>▶ Four contact hours per page of printed text for each publication up to 10 pages for books, chapters in books, and articles in professional journals.</li> <li>▶ One contact hour per page for newsletters, trade journals, or journals that are not peer-reviewed.</li> <li>▶ Five contact hours for each 15 pages of editing in a book or journal.</li> <li>▶ One contact hour per year for editing a newsletter.</li> <li>▶ Two contact hours for publications written by a committee</li> </ul>	Maximum 45 Hours
E	Hand Therapy Presentations <ul style="list-style-type: none"> <li>▶ Four contact hours for each hour of formal presentation to health care professionals or health care students, for example, at a meeting that grants CEUs.</li> <li>▶ Eight contact hours for a formal scientific or clinical paper presented at a national meeting.</li> <li>▶ Two contact hours for each hour of informal presentation to health care professionals or health care students, for example, at an in-service program.</li> <li>▶ One contact hour for each hour of presentation to non-health care professionals.</li> <li>▶ Four contact hours for a poster presentation.</li> <li>▶ Two contact hours per six hours of course material for course coordination.</li> </ul>	Maximum 45 Hours
F	Activities Related to Practice Management <ul style="list-style-type: none"> <li>▶ One contact hour for each quarter year of completed activity.</li> </ul>	Maximum 6 Hours
G	Activities That Promote Professional Practice <ul style="list-style-type: none"> <li>▶ Contact hours awarded for a variety of professional activities.</li> </ul>	Maximum 12 Hours

### Contact Hours, CEUs, and Academic Credit Awarded

- ▶ The course being submitted must specify the number of contact hours awarded.
- ▶ 1 contact hour = 1 clock hour of education
- ▶ 1 CEU = 10 contact hours
- ▶ If the course is taken through a college or university
  - One Semester Hour or one credit equals 15 contact hours.
  - One Quarter Hour or one credit equals 10 contact hours.