

Summary of Professional Development Activities by Category

Category Activity		Hours
A	Formal Courses in Upper Extremity Therapy (All 80 hours may be accrued here), only CORE Upper Extremity therapy topics	No Minimum or Maximum Requirement
B	Informal Education in Upper Extremity Therapy	Maximum 30 Hours
C	Formal Courses with General Clinical OT or PT Content	Maximum 20 Hours
D	Hand Therapy Publications <ul style="list-style-type: none"> ▶ 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. ▶ One contact hour per page for newsletters, trade journals, or journals that are not peer-reviewed. ▶ Five contact hours for each 15 pages of editing in a book or journal. ▶ One contact hour per year for editing a newsletter. ▶ Two contact hours for publications written by a committee (All 80 hours may be accrued in Category D)	No Minimum or Maximum Requirement
E	Hand Therapy Presentations 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. <ul style="list-style-type: none"> ▶ Eight contact hours for a formal scientific or clinical paper presented at a national meeting. ▶ Two contact hours for each hour of informal presentation to health care professionals or health care students, for example, at an in-service program. ▶ One contact hour for each hour of presentation to non-health care professionals. ▶ Four contact hours for a poster presentation. ▶ Two contact hours per six hours of course material for course coordination. ▶ Up to 10 hours for teaching as part of a hand surgical trip or educational program in a developing country. (All 80 hours may be accrued in Category E)	No Minimum or Maximum Requirement
F	Activities Related to Practice Management <ul style="list-style-type: none"> ▶ One contact hour for each quarter year of completed activity. 	Maximum 6 Hours
G	Activities That Promote Professional Practice <ul style="list-style-type: none"> ▶ Contact hours awarded for a variety of professional activities. 	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.