



Oregon Board of Optometry

1500 Liberty Street, SE, Suite 210

• Salem OR 97302

Continuing Optometric Education Review Requirements

Classroom and Online Presentations

Please submit the following in letter format when requesting a review of continuing optometric education (COE) to the Board:

- Name and address of the sponsor of the COE. Include the name of the contact person if available, with pertinent contact information.
- Date and location or URL of the COE.
- A brief description of the course which is submitted for review. This could be in the form of an outline, narrative, or PowerPoint slides, for example.
- The time - using clock hours - during which the presentation will be given. Please note that an hour of credit requires no less than 50 minutes of presentation time; half-hour credit requires no less than 25 minutes presentation time.
- CV's of the presenter(s).

Surgery Clinic Observation

Please submit the following in letter format when requesting approval of a surgical facility to offer continuing optometric education (COE) credit for observation of procedures:

- Name and address of the clinic. Include all locations at which observation may be performed. Include the name of the contact person if available, with pertinent contact information.
- A brief description of the procedures which will be offered for observation.
- CV's of the physician(s) who will be performing the procedures and observing the attendee.
- Outline the protocol established for monitoring and verifying the attendance of optometric physicians who observe procedures in the surgical facility. Give an example of the certificate of completion that will be given to the attendee. (Up to five hours per year of COE obtained by observing procedures at an approved surgical facility may be credited toward a licensee's required number of hours.)

In order for COE to be approved, it must be available to any optometric physician who is licensed in the state, within the registration capabilities of the sponsor. Private offerings will not be granted credit. Practice Management courses are not approved. In order for Oregon licensees to receive credit for approved courses, attendance must be monitored and verified by the sponsor. A certificate of completion which bears the authorized signature or mark of the sponsor's representative is required to attest to the declared number of hours completed.