



Oregon

Tina Kotek, Governor

**Board of Examiners For
Speech-Language Pathology & Audiology**
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September 27, 2023

The License Renewal System is now open for you to renew your license for the years 2024-25.

Your Oregon license issued by the Board of Examiners for Speech-Language Pathology & Audiology will expire on January 30, 2024. For us to renew your license in a timely manner, **you must apply for renewal online by December 31, 2023.**

Here's what you need to do to renew your license:

1. Go to our website at www.oregon.gov/bspa.
2. Access the Licensee Portal (not the Applicant Portal). If you request a temporary password, please check your junk or spam folders before contacting the office for assistance.
3. Gather electronic copies of your professional development (PD) documentation, making sure that they meet BSPA rules ([See our Professional Development page](#)) for the number required for your license type. Licensees can submit unofficial PD/CEU transcripts as one single submission. Please always report your PD in hours not ASHA CEUs. See further instructions on the next page.
4. Complete each page of the renewal application. Upon completion, pay your license fees online via credit card, or print the confirmation page and mail it to the BSPA office with a check.
We will not accept checks with multiple renewals. Every renewal must have a separate payment.
5. This year you will be asked to complete the Oregon Workforce Data Survey. This compiles statistics on work force demographics, settings, and conditions. All licensees are required to complete the survey.

Fees for your 2024-25 License:

SLP and/or AUD License (biennial)	\$ 250
SLPA Certification (biennial)	\$ 100

Delinquent Fees (\$150 for each violation)

- Incomplete applications, including failure to update information and/or enter the incorrect amount of PD. Incomplete renewals must be corrected and the delinquent fee paid before the license will be renewed and late fees will still apply.
- Late renewals submitted electronically or post-marked (if mailed) after December 31st.
- Failure to submit audit materials (if applicable) prior to December 31st.
- Failure to submit the proper documentation or hours when selected for PD audit.

Professional Development*:

Professional Development requirements can be found on the BSPA website:

<https://www.oregon.gov/bspa/Pages/Professional-Development.aspx>

You must report that you completed the following number of hours of accepted or approved PD completed between January 1, 2022, and December 31, 2023. They must meet all the PD rules listed in OAR 335 Division 70.

SLPs and Audiologists – 20 hours

SLPAs – 10 hours

Dual SLP/Aud – 40 hours (10 hours may count towards both license types)

All licensees must have 1 hour of cultural competency related PD as part of the total required.

All SLP supervisors of SLPAs will be required to have the one-time 2 PD hour requirement.

*If you were initially licensed on or after August 1, 2022, your PD requirement is half the total.

*If you were initially licensed on or after August 1, 2023, you do not have a PD requirement.

DO NOT report your number of hours in ASHA CEUs. 1.0 ASHA CEU = 10 PD hours. We will not assume you meant PD hours if you enter ASHA CEUs.

Acceptable forms of documentation:

- Copies of individual certificates of attendance
- Un-official CEU transcripts from ASHA, AAA, ABA, or any ASHA approved sponsor
- Un-official college transcripts for applicable graduate coursework
- Copy of a CPR card
- List of school in-service activities signed by an administrator with direct knowledge of attendance.

Licensees can submit unofficial PD transcripts or summary pages as one single submission with the hours added together. Title it “PD transcript.”

Changing License Status: To change to an inactive license, you will find the option at the beginning of the online renewal process. Your renewal request must still be submitted before the deadline to avoid a late fee. If you want to let it expire you can do nothing and it will expire on 1/31/24.

*(Inactive licenses do **not** allow a person to legally provide professional services or purport to be an SLP, SLPA, or Audiologist in Oregon.)*

Please contact us at 971-673-0220 or SpeechAud.Board@bspa.oregon.gov with any questions about renewals.