

POLICY STATEMENT
TENNESSEE BOARD OF VETERINARY MEDICAL EXAMINERS

AUDIT OF CONTINUING EDUCATION HOURS/REQUIREMENTS

Tenn. Comp. R. & Regs. 1730-1-.12 Each licensee (veterinarian), in order to renew his license, must obtain twenty (20) hours of continuing education each calendar year.

Tenn. Comp. R. & Regs. 1730-3-.12 Each licensee (veterinary medical technician), in order to renew his license, must obtain twelve (12) hours of continuing education each calendar year.

The Board of Veterinary Medical Examiners hereby adopts the following position in regards to those licensees found to be in non-compliance with continuing education requirements during an audit of continuing education hours conducted by the Division of Health Related Boards (HRB):

In accordance with the policy statement adopted by the Board on April 10, 2003, any licensee who failed to obtain the required continuing education hours during the calendar year being audited and who provides proof of obtaining the deficient hours and current year required hours the following calendar year will then be considered in compliance with continuing education requirements.

Any licensee who failed to obtain the required continuing education hours during the calendar year being audited and who provides documentation of obtaining the required hours of continuing education in the following calendar year, **will be considered in compliance with continuing education requirements** if the licensee makes up the deficient hours by December 31st of the current year and submits proof of completion of the deficient hours and current year required hours to the Board's office by January 10th of the following year.

Any licensee who failed to obtain and/or who failed to submit sufficient documentation of obtaining the required hours in the calendar year being audited and the following calendar year; and/or any licensee who failed to make up the deficient hours and/or who failed to submit sufficient proof of completion of the deficient hours and current year required hours; and/or any licensee who failed to respond pursuant to a written request; and/or any licensee whose mail was returned due to an incorrect address on file of record in the Board's office, **will be subject to disciplinary action by the Board. Such license may avoid administrative disciplinary proceedings if the licensee agrees to:**

- Pay a civil penalty in the amount of fifty dollars (\$50.00) per each deficient hour of continuing education; and
- **Make up the number of deficient hour(s) of continuing education plus complete additional hours of continuing education equal to the number of hours found to be deficient and submitting proof of completion to the Board's office within one (1) year.**

Please note that the above agreement will not affect the existing number of hours of continuing education required to be obtained each calendar year.

Any licensee failing to comply with this policy will be referred to the Office of General Counsel for further review and/or disciplinary action.

Adopted by the Board of Veterinary Medical Examiners on the 22nd day of August, 2007 and amended on the 12th day of December, 2007 and the 24th day of April, 2008.

For further information, please contact the Board of Veterinary Medical Examiners by telephone at (615)532-5090 or toll-free 1-800-778-4123 ext. 25090 or in writing:

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