1. On which topics can a COA, COT, or COMT lecture?

Patient care, diagnostic testing, equipment, and history taking are examples of topics that may be presented by qualified non-physicians.

2. Can a technician or optometrist (OD) give a lecture on disease if a medical doctor (MD) is present in the room?

No. A course that involves clinical judgment, disease, medical diagnosis, medical treatment, dissection, or surgery must be taught or principally authored by a medical doctor (MD) or a doctor of osteopathy (DO). If a non-MD or non-DO is presenting or authoring the course on any of these topics, an MD or DO must develop and deliver at least 51% of the course.

3. Do instructors receive CE credit(s) for giving a lecture?

Instructors receive the same amount of CE credit(s) as attendees. Instructors can only receive CE credit(s) one time in their 3-year certification cycle, for delivery of a specific lecture.

4. If a speaker becomes ill the day of the program, can the lecture and/or speaker be changed if I advise IJCAHPO the next business day? Would the lecture still be approved for CE credit?

Yes, we understand that crises happen. You must resubmit the course with the new information and pay the *CHANGE FEE*. IJCAHPO will notify you if the new course is approved for CE credit.

5. Can I change a lecture and/or speaker on an approved program before the start of the program?

Yes, you will need to resubmit the course with the new information and pay the change fee. IJCAHPO will notify you if the new course is approved for CE credit.

6. Can I change a speaker on a repeat classroom program?

No. Programs can be repeated only if the program and faculty remain the same each time the program is repeated.

7. Can I repeat part of a classroom program?

Programs can be repeated (with the exception of in-service training), provided that the program and faculty remain the same each time the program is repeated. Using only part of the program would require a new application.

8. Can a live stream program be repeated?

These programs cannot be repeated. If host organizations wish to re-broadcast the recording, they must submit an application with appropriate fees as a new distance learning application.

9. Can distance learning programs be repeated?

Courses are approved for two years in one payment. The expiration date of the awarded CE credit must be published. These programs cannot be repeated. After two (2) years, the program must be submitted as a new distance learning application with appropriate fees.

10. My application for a classroom and a live stream event was submitted 4 weeks prior to my event; do I need to pay the classroom and live stream late fees?

Yes, your program *MUST* submit the application with a classroom *LATE FEE AND* a live stream *LATE FEE*.

11. How do I avoid rush and/or late fees?

Completed applications must be submitted at least five (5) weeks prior to the program or a rush and/or late fee is charged.

Examples:
1. A classroom program is submitted 4.5 weeks before the program date. This application must be submitted with a *LATE FEE* of $150.
2. A classroom program is submitted 7 weeks before the program date but needs to be reviewed within 2 weeks of submission. This application must be submitted with a *RUSH FEE* of $250.
3. A classroom program is submitted 5 business days before the program date. This application must be submitted with a *RUSH FEE* of $250 *AND* a *LATE FEE* of $150 ($400 total).
4. A live stream program is submitted 6 weeks before the program date, but is missing quizzes. The complete application with quizzes is submitted 4 weeks before the program. This application must be submitted with a *LATE FEE* of $150.