

OTED[®] APPLICANTS SUBMITTING PROFESSIONAL DEVELOPMENT

ID 34 rev091625

Guidelines for OTED applicants who have undergone a curriculum review with the 2023 ACOTE standards:

A standard that was found deficient in the educational comparability review can be met through completing Professional Development.

Please refer back to your OTED application to identify which standards are deficient and the options in which to address them.

When selecting Professional Development courses please adhere to the following guidelines:

- Please READ the standard. If you do not understand the standard please email us.
- Please READ the course objective(s) to make sure the standard is fully met. Make sure **ALL** portions of the standard are met, as several standards have multiple sub-standards.
- For Standard B.3.12: If you are trying to meet the **Physical Transfers** portion of this standard, you must complete a course that is conducted face-to-face. This portion of the standard cannot be met by an online course.
- For Standard B.3.14: If you are trying to meet this standard please make sure the total number of contact hours is at least 7. Please make sure *all* portions of the standards are met.
- For Standard B.3.16: If you are trying to meet the **Splinting/Orthotics** portion of this standard, you must complete a course that is conducted face-to-face and provides fabrication of splints. This portion of the standard cannot be met by an online course. The Prosthetics portion of the standard can be met through an online course.
- For **ALL** Professional Development Courses: Every Professional Development course must have an evaluation component. This means that YOU, the applicant, must complete an evaluation in order to pass and receive credit for the course. This evaluation component must be clearly visible in the course certificate, description, and/or objectives.
- You will need to submit all course certificate(s) and the course syllabi.
- Lastly, if you are trying to meet more than one standard, please complete all of your courses and then upload all of your certificates and syllabi together. NBCOT will not review the documents until all course material is submitted.