

Summer

2016

## Federation of State Boards of Physical Therapy

### Even More aPTitude & ProCert Enhancements Released

The second and third phases of our continuing competence activity vendor enhancements project recently released another round of features and updates designed to save you time and effort when using [aPTitude](#) and **ProCert**.

#### Feature Update:

- The new “master list” from which you manage your activities uses Kendo Grid functionality. The grid allows you to search, sort, claim, hide, and do nearly everything you need to accomplish tasks related to your activities in one location.
- You will be guided through a tutorial the first time you view the new activities list to help you understand how to use the enhanced functionality to achieve your objectives.
- A Documents Library now exists in the system for you to store files that you use frequently (such as your records retention policy). You can customize how your Library organizes these files, and the submission screens for every Standard allow you to easily access and attach the files.

#### Standard 11 - Objectives Updates:

- The Standard has been reorganized to be objectives-centered. This means we have moved the objectives submission form to the top of the page.
- You only have to check criteria 11a and 11b to affirm compliance.
- Criteria 11c and 11d are auto-selected and hidden from view. This will create less work for submitters and **eliminate missed opportunities for credit**. Activities are automatically awarded credit by the system if these criteria are met.

#### In This Issue

- [Even More aPTitude & ProCert Enhancements Released](#)
- [ProCert Accepting States Now Total 29](#)
- [Are You Using the Most Current Guidance Documents?](#)
- [Life Cycle of a ProCert Review – The Results](#)
- [A Closer Look at ProCert's Standard 10 - Evidence Based Practice](#)
- [Activity Vendors Share Thoughts on ProCert](#)
- [ProCert and aPTitude By the Numbers](#)
- [Archive of Past Issues of This aPTitude & ProCert Newsletter](#)

#### Quick Links

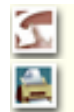
- [Our Website](#)
- [Contact Us](#)

#### News Brief Links

-  [Back Home](#)

Forward to a Friend

- You are no longer required to provide a justification statement – but the online form still allows for one if there is a need to give the reviewers more information.



[Print-Friendly](#)

We are really excited about these updates, and hope you are too. Please log in to your [aPTitude](#) account today and play with these new and exciting tools. As always if you need assistance with these or any other questions contact us at [CompetenceStaff@fsbpt.org](mailto:CompetenceStaff@fsbpt.org).

---

### ProCert Accepting States Now Total 29

With the recent additions of **Idaho** and **Colorado**, FSBPT has confirmed that 29 states now accept **ProCert** certification of continuing education courses and conferences for purposes of meeting PT/PTA continuing education and licensure renewal requirements.

The complete list is as follows: **Alaska, Arizona, Arkansas, California, Colorado, Delaware, District of Columbia, Georgia, Hawaii, Idaho, Illinois, Indiana, Kansas, Kentucky, Michigan, Mississippi, Missouri, Montana, Nebraska, North Carolina, North Dakota, Oregon, South Carolina, Tennessee, Utah, Vermont, Virginia, Wisconsin and Wyoming**. Several more states are updating their laws to accept **ProCert** certification in the future.

Learn more about **ProCert** [here](#), or [contact FSBPT Continuing Competence Staff](#) for more information.

---

### Are You Using the Most Current Guidance Documents?

FSBPT periodically updates and reissues the **ProCert** Guidance Documents to reflect the latest enhancements to the [aPTitude](#) system and to the **ProCert** submission process, and to provide additional useful information to assist activity vendors using the **ProCert** program.

Please ensure that you have the latest and greatest versions by using the documents posted on the following links:

- [ProCert Guidance Document for Vendors – Continuing Education](#)
- [ProCert Guidance Document for Vendors – Conferences](#)

These links are updated each time revisions are made, rather than establishing new links. You will also find links to these documents on your Vendor dashboard in [aPTitude](#).

---

### Life Cycle of a ProCert Review – The Results

We've made it to the third installment in the Life Cycle of a **ProCert** Review series. It is time to discuss **The Results** – reading and then acting on the results of your reviewed **ProCert** submission.

Earlier installments of this series were published in the Fall 2015 and Winter/Spring 2016 newsletter issues and can be accessed [here](#).

To this point you have toiled over your **ProCert** submission, your activity has navigated the review process, and you've just received an email indicating that results have been returned to your **aPTitude** account. It is time to log into [aPTitude](#) and see your outcome.

Upon login, your dashboard will indicate that you have "Activities Needing Your Attention" and a link to "View Activities". Clicking the link provides an "Action Required" button which will display your results and the following 4 options:

- View Reviewer Notes – Displayed in read-only format, this feature allows vendors to view a results summary and access each standard individually to view the justification and documentation submitted, along with a thumbs up/thumbs down icon and reviewer comments. Vendors are urged to view these detailed comments to gain insight into the reviewer determinations, which can impact both this specific submission and subsequent submissions. Reviewer comments are designed to assist vendors by interpreting the Guidance Document requirements and to propose new thoughts.
- Accept Decision & Post to aPTitude – Congratulations! Your hard work has paid off and your activity has been **ProCert** Certified! If you are satisfied with the CCU award, click "Accept Decision and Post to aPTitude". Your approval information and CCU award will be visible to licensees searching the **aPTitude** database.
- Request a Re-Evaluation - Once you've investigated your results, you may choose to resubmit your application. Perhaps you'd like to earn a higher CCU award, or maybe your submission was not approved. Keep in mind, each paid submission to **ProCert** is granted 1 free re-evaluation. In either case, to edit your submission and re-submit to **ProCert**, you will need to click "Request a Re-Evaluation". Have no fear - reviewer comments will remain to help you during the editing process.
- Discard Application – Proceed with caution. Discarding the application will remove it from your **aPTitude** account and may prevent you from accessing the information you've submitted. In the case of an initial submission, discarding will remove it from your account. In the case of a re-certification, discarding will eliminate the re-certification attempt but will retain the original certified version. If you hit this button on accident, the system will verify that discarding is truly your intent before proceeding.

Whatever your results, the FSBPT Staff is here to help. We can assist you in interpreting reviewer comments, Guidance Document requirements, and the **ProCert** process in general. Feel free to contact us at [CompetenceStaff@fsbpt.org](mailto:CompetenceStaff@fsbpt.org) or set an appointment for detailed assistance during our dedicated time blocks:

- Wednesdays 10:30am – 12:00pm Eastern, and

- Thursdays 12:30pm – 3:00pm Eastern

Stay tuned for the next series installment where we'll probe deeper into – “*Acceptance or Resubmission*”...

---

## **A Closer Look at ProCert's Standard 10 - Evidence Based Practice**

In every newsletter we focus on one or more of the **ProCert** standards for purposes of clarifying the **ProCert** Guidance Document material, and to explain the intent of the standards. In this issue we are highlighting **Standard 10 - Evidence Based Practice** and certain criteria for that Standard.

***Standard 10 – Evidence Based Practice. The continuing competence activity incorporates, reflects and promotes the use of evidence-based practice or incorporates current or proposed regulation of practice.***

***10a. The activity is developed from the base of available evidence or current regulation; participants are provided with references when appropriate.***

The required uploads for this criterion include:

1. course agenda, brochure or syllabus **AND**
2. bibliography; reference list.

For this standard please note the full bibliography of the topic/subject is not required, however, the upload should include the citations used to develop the activity/course. Instructors should review the bibliography and choose those references that are current and relevant to the presentation. In other words, include the citations that are within 5 years of the presentation, and any classic citations that are relevant to the evidence based content of the presentation. Classic citations should include justification as to why these are still the basis for current practice and thus part of the presentation materials.

Full bibliographies of a topic are still a valuable tool for participants to receive as part of any continuing competence activity to encourage further study by the participants if they so wish. ProCert reviewers need to see the current citations only (within the past 5 years) and do not need to see the full bibliography. However, If the vendor uploads the full bibliography the citations which are current and specifically used in the development of the course should be highlighted. If there are older citations which are core to the presentation or of historical significance, these should be explained in the justification.

***10b. Participants are presented with case studies and provider includes a discussion of this type of evidence and its applicability.***

The required uploads for this criterion include:

1. Course agenda, brochure, or syllabus with the specific time or activity for case studies noted;
2. The case study that will be used by presenter.

Additionally the case study must include ALL of the following elements:

1. Scenario/situation/patient description;
2. Interventions/strategies;
3. Discussion of outcomes;
4. Strengths/weaknesses of the approach used in the case; and
5. Discussion of strength and applicability of case study evidence based on *Sackett's Hierarchy of Evidence*.

The use of examples from the presenter is an excellent teaching methodology. However, patient examples are not the same as using case studies to show evidence. This standard requires that part of the activity is to allow participants to utilize case studies to strengthen the evidence in support of the treatment or strategies being used in practice, or to support the need for additional research.

The five elements must be represented in the case study and supported in the agenda. An instructor may spread the case study across the course, but then must show in the justification and/or agenda how all five elements are addressed. The vendor does not need to include all cases if more than one are used in the activity, but must show at least one case study with complete documentation/justification of all 5 elements.

***10c. Participants present a case study relevant to the content of the activity and include a critical evaluation of whether the case study demonstrates a defensible approach, has broader applicability or would benefit from further research.***

The required uploads for this criterion include:

1. Course agenda, brochure, or syllabus with the specific time or activity for case studies noted;
2. The required elements that must be presented in the case study.

The case study must include the following elements at minimum:

1. Scenario/situation/patient description;
2. Interventions/strategies;

3. Discussion of outcomes;
4. Strengths/weaknesses of the approach used in the case; and
5. Discussion of strength and applicability of case study evidence based on *Sackett's Hierarchy of Evidence*.

Standard 10c appears similar to 10b. The difference is that to earn credit for 10c the **participants** are to bring the case studies to the course. The vendor should include how the participants are notified of the assignment and the requirements for presentation as well as when in the agenda this activity will take place.

---

### Activity Vendors Share Thoughts on ProCert

Are you considering using **ProCert** but wondered whether it's of any benefit or value? Here are examples of unsolicited feedback that physical therapy continuing competence activity vendors have shared with us...

"Seeking approval in multiple states was prohibitively expensive and time-wasting. When **ProCert** first posted their intent to start offering multi-state approval, we were thrilled. We pestered the FSBPT for months until the product finally launched. While we found the original application more time-consuming than any single-state application, Staff took us through the process hand-in-hand. We now routinely receive between 3-5 'value added' credits for our aquatic therapy trainings and are looking forward to continuing to credential every course through **ProCert**."

"I would like to commend my staff liaison at FSBPT for her patient and diligent supporting efforts on my behalf. She was available by phone and continuously by email in preparing a major revision to one of my activities. The project involved adding hours, making the hours available as an option, and including additional material on a related topic. She was inspiring with motivation, recommendations, and re-direction to **ProCert** Guidance information. I feel that without this support, the project would not have happened. It contains significant value added material, which was accepted for full credit. With my staff liaison's assistance, the project was so thoroughly reviewer ready that the review and approval took only days rather than weeks. Thanks again for your expertise and encouragement in getting this project done."

"As a therapy seminar company who has spent 7 years applying for approval in all states in the United States, I have to say the personal help I received from FSBPT staff was above and beyond. This doesn't apply to all, but many state associations or state boards are so overwhelmed with other duties, that they spend little if any time helping you through the application

process. And on top of that, it can take months to hear back from them about if you got approved or not. The **ProCert** application is extremely thorough and does take extra time to get all the materials in place, but for us that was ok given the level of help we received along the way. And to know we are saving thousands of dollars is icing on the cake. Thank you FSBPT staff for making the seminar approval process user friendly and for creating a national approval process. This is long overdue.”

---

### **ProCert and aPTitude By the Numbers**

Below are some **aPTitude** and **ProCert** utilization statistics as of July 31, 2016 . . .

**ProCert** certified activities: 3,157

Activity vendors awarded certification for one or more activities: 151

Activity vendor-claimed accounts in **aPTitude**: 489

Licensees registered in **aPTitude**: 26,396

States/U.S. Jurisdictions currently accepting **ProCert**: 29 (click [here](#) for the list)

States/U.S. Jurisdictions pursuing regulation change to accept **ProCert**: 6

---

### **Archive of Past Issues of This aPTitude & ProCert Newsletter**

Did you miss some past issues of this **aPTitude & ProCert** newsletter? You can find all previous issues posted to the FSBPT website on the [Continuing Competence page](#) in our Free Resources section. While there, we encourage you to browse the many other resources listed on the page.

---

