

A. CE requirements

- **10 continuing education credits are required every 2 years**
 - Certifications run on an *odd year / even year* schedule
 - **Late renewals require 5 additional credits**
- Continuing education credits must be obtained within your 2 year cycle
 - (July 1 – June 30; *odd year to odd year / even year to even year*)
- **7 of 10 credits** must be obtained from an **interactive** source **and** be of **scientific** origin (*see descriptions below*)
 - Maximum of 3 **non-interactive** credits accepted (*see more details below*)
 - Maximum of 3 **in-house** CE credits accepted (*see more details below*)
 - Maximum of 3 **non-scientific** credits accepted (*see more details below*)

B. Approved Continuing Education Programs

- Seminars / Webinars – Veterinary related topics presented by:
 - MAVT, MVMA, NAVTA, AVMA, AAHA, WVC, NAVC, other Veterinary Associations
 - Pharmaceutical companies and distributors
 - Schools of Veterinary Technology or Veterinary Medicine
- Other CE programs can be submitted, however, are accepted at the discretion of the Credentialing committee.
 - If you have questions regarding acceptance of a specific course/topic, contact us at info@mvma.org or visit our website at www.mvma.org/recertification-information for a list of approved sources.

C. Source Descriptions / Requirements

- **Interactive – minimum of 7 credits must be submitted**
 - Interactive sources are described as being live / in real-time, with the ability to ask questions/provide responses
 - Live Webinars are considered interactive
 - These sources allow for interaction between presenter and participants
 - Pre-recorded sessions with quizzes are not considered interactive
- **Non-Interactive – maximum of 3 credits accepted**
 - Non-Interactive sources are described as being pre-recorded, self-study courses
 - These sources do not allow for interaction between presenter and participants
- **In-House Credits – maximum of 3 credits accepted**
 - In-House credits are credits obtained by training provided to staff members only
 - Examples include – Pharmaceutical lunch n learns, Grand Rounds, etc
- **Scientific Credits – minimum of 7 credits**
 - Scientific credits are described as being medically / technically related to the direct role as a Veterinary Technician
- **Non-Scientific Credits – maximum of 3 credits accepted**
 - Non-Scientific credits are described as not being medically / technically related to the direct role as a Veterinary Technician
 - Examples include – Practice Management, Personal & Interpersonal Communication, Stress management, Marketing, etc

D. Credit Determination

- **Interactive Veterinary Education Seminars:**
 - Fifty to Sixty Minutes = One credit
 - Number of Credits acceptable for renewal: 10
- **Post-secondary Courses:** (Type of course work approved is at discretion of Credentialing Sub-committee)
 - One credit Course = One CE credit
 - Number of Credits acceptable for renewal: max. 3
- **Non-interactive Sources:**
 - Example: journal articles, Idexx or Hills Sponsored non-interactive online courses, etc
 - Number of Credits acceptable for renewal: max. 3
- **In-house:** training / seminar / lunch & learns / journal club.
 - **CE certificate requirement:** Date, Topic, presenter or supervisor signature, Location, CE earned per session; including type as scientific or non-scientific & interactive or non-interactive
 - One hour = One credit
 - Number of Credits acceptable for renewal: max. 3
- **Participation as a Seminar Speaker:**
 - Topic of presentation must be scientific / technical
 - Submit copy of:
 - program listing - including speaker name, title, presentation notes, & length of presentation
 - Fifty to Sixty minutes of lecture = Two Credits
 - Number of Credits acceptable for renewal: max. 4
- **Publication of articles in Professional Journals/Publications or Published Book Chapters:**
 - One article = Two Credits
 - Submit copies of Articles.
 - Type of article accepted is at discretion of Credentialing Sub-committee
 - Number of Credits acceptable for renewal: max. 2

E. Recertification Procedure

- Complete Report Form (Online or via Print)
 - Credits must be listed on form to be accepted, incomplete forms will automatically be rejected
- Pay recertification fee
 - **Mailed certification renewals are subject to a processing fee, to avoid processing fees – renew online at www.mvma.org/recertification-information**
- Submit proof of Continuing education (*Send COPIES of certificates only; keep originals for your records*)
 - Certificates must include participants name & must document number of hours or number of credits awarded
 - In-house CE must be signed by supervisor acknowledging attendance
- Paperwork not submitted by renewal deadline requires:
 - 5 additional credits – **must** be of Interactive & Scientific origin
 - Late Fee penalty (\$25)

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Phone 651-645-7533; Fax 651-645-7539
Visit us at www.mvma.org/recertification-information

To continue receiving certification notifications, please keep your contact information up-to-date with the MVMA.