NOTICE OF INTENT TO ADOPT PROPOSED AMENDMENTS TO THE GEORGIA STATE BOARD OF VETERINARY MEDICINE BOARD RULE CHAPTER 700-7 RENEWAL OF LICENSE, BOARD RULES 700-7-.03 CONTINUING VETERINARY EDUCATION AND 700-7-.04 VETERINARY TECHNICIAN CONTINUING EDUCATION AND NOTICE OF PUBLIC HEARING

Rule 700-7-.03 Continuing Veterinary Education
Rule 700-7-.04 Veterinary Technician Continuing Education

TO ALL INTERESTED PARTIES:

Notice is hereby given that pursuant to the authority set forth below, the Georgia State Board of Veterinary Medicine (hereinafter "Board") proposes amendments to Board Rule Chapter 700-7 Renewal of License, Board Rules 700-7-.03 Continuing Veterinary Education and 700-7-.04 Veterinary Technician Continuing Education (hereinafter "proposed rule(s)").

This notice, an exact copy of the proposed rule(s), and a synopsis of the proposed rule(s) are being sent to all persons who have requested, in writing, to be included on a notification list. This notice, an exact copy of the proposed rule(s), and a synopsis of the proposed rule(s) may also be reviewed during normal business hours of 8:00 a.m. to 5:00 p.m., Monday through Friday, except official State holidays, at the Office of the Secretary of State, Professional Licensing Boards Division, 3920 Arkwright Road, Suite 195, Macon, Georgia 31210. The documents will also be available for review on the Board's website at https://sos.ga.gov/page/georgia-board-veterinary-medicine-rules-and-laws. Copies may also be requested by contacting the Board office at (404) 424-9966.

The public will have an opportunity to comment upon and provide input into the proposed rule(s) at a public hearing to be held at **9:30 a.m., on Wednesday December 16, 2026**, via WebEx. Please see the Board's website for information on how to join the hearing.

Interested parties affected by the proposed rule(s) may submit written comments to the Board no later than close of business on **December 9, 2026**. Written comments must be legible, signed, contain contact information from the maker (address, telephone number, email address), and addressed to Todd Zandrowicz, Division Director, Secretary of State, Professional Licensing Boards Division, Georgia State Board of Veterinary Medicine, 3920 Arkwright Road, Suite 195, Macon, Georgia 31210. The written comments may be emailed to PLB-Healthcare2@sos.ga.gov.

During the public hearing, anyone may present data, make a statement, comment, or offer a viewpoint or argument, whether orally or in writing. Lengthy statements or statements of a considerable technical or economic nature, as well as previously recorded messages, must be submitted for the official record. Oral statements will be limited to five (5) minutes per person.

The Board voted to post this Notice of Intent at its meetings on June 3, 2026. The Board also voted that the formulation and adoption of these proposed rule(s) does not impose an excessive regulatory cost on any licensee, and any cost to comply with the proposed rule(s) cannot be

reduced by a less expensive alternative that fully accomplishes the objectives of O.C.G.A. §§ 43-1-25, 43-50-2, 43-50-21, 43-50-40, 43-50-50, 43-50-52 and 43-50-110. Additionally, the Board voted that it was neither legal nor feasible in meeting the objectives of O.C.G.A. §§ 43-1-25, 43-50-2, 43-50-21, 43-50-40, 43-50-50, 43-50-52 and 43-50-110. to adopt or implement differing actions for businesses as listed in O.C.G.A. § 50-13-4(a)(3)(A), (B), (C) and (D). The formulation and adoption of these proposed rule(s) will impact every licensee in the same manner, and each licensee is independently licensed in the field of veterinary medicine.

According to the Department of Law of the State of Georgia, the Georgia State Board of Veterinary Medicine has the authority to adopt the proposed rules pursuant to authority contained in O.C.G.A. §§ 43-1-25, 43-50-2, 43-50-21, 43-50-40, 43-50-50, 43-50-52 and 43-50-110.

For further information, contact the Board office at (404) 424-9966.

This notice is given in compliance with O.C.G.A. § 50-13-4.

This the 16th day of November, 2026.

Todd Zandrowicz
Division Director
Professional Licensing Boards Division

Posted: November 16, 2026

SYNOPSIS OF PROPOSED CHANGES TO THE GEORGIA STATE BOARD OF VETERINARY MEDICINE BOARD RULE CHAPTER 700-7 RENEWAL OF LICENSE, BOARD RULE 700-7-.03 CONTINUING VETERINARY EDUCATION

Purpose: The purpose of the proposed rule amendment is to acknowledge the requirements for a CE tracking solution to monitor compliance with CE as of January 1, 2026, pursuant to Senate Bill 125. The amendments give applicants and licensees notice of the Secretary of State's adoption of CE Broker as that tracking solution and additional detail regarding the use of said solution. Current specific CE requirements are reiterated and unchanged by this proposed rule amendment. Said rule amendment also deems that licensees or applicants have consented to the use of CE Broker to access their continuing competence record contained therein for purposes of applications and CE audits. Failure to enter required information under the approved solution may subject an applicant or licensee to nonrenewal or disciplinary action.

Rule 700-7-.03 Continuing Veterinary Education

The Georgia State Board of Veterinary Medicine in accordance with the provisions of State Law and for the purpose of establishing certain minimum standards for continuing education in the best interest of and for the protection of the public health, safety and welfare hereby adopts the following rule:

(a) General Requirements:

1. Each veterinarian and veterinary faculty member licensed to practice in the State of Georgia must obtain thirty (30) hours of Board approved continuing education per biennium for license renewal.
   (i) Of the thirty (30) hours required, two (2) per renewal period must be acquired in Georgia laws, rules and professionalism (LEAP). Continuing education hours may be acquired in person, by live interactive webinars or pre-recorded, non-interactive webinars that incorporate measures to ensure active participation throughout the course, to include but not limited a content based post-course test with a minimum of five questions per CE credit. Georgia licensees who do not practice in the State of Georgia are not required to meet the two (2) hour requirement in Georgia laws, rules, and professionalism; and
   (ii) Eighteen (18) of the thirty (30) hours must include scientific subject matter. Scientific subject matter includes all conventional medical and surgical sub-categories that are evidence based in addition to the science of diagnosis, treatment,

and prevention of disease as it relates directly to patients and includes a comprehensive range of the practice of veterinary medicine.

2. At the time of license renewal, each veterinarian shall certify to the Georgia State Board of Veterinary Medicine that he/she has completed the continuing education required for license renewal.
3. Veterinarians and veterinary faculty members licensed during the first year of a biennium must obtain fifteen (15) hours of continuing education and are not required to meet the two (2) hour requirement in Georgia laws, rules, and professionalism. Veterinarians and veterinary faculty members licensed during the second year of a biennium are exempt from obtaining continuing education for that renewal period. After this time period, the entire thirty (30) hours is required for each renewal.
4. In the event that a veterinarian or a veterinary faculty member fails to verify or submit documentation of continuing education credits at the same time of renewal of his/her license, the Board will not process his/her renewal until continuing education requirements have been met and proof of such has been received and approved by the Board.
5. If documentation of continuing education is requested in conjunction with any audit and not received by the Board on or before the deadline date provided, the licensee will be subject to disciplinary action.
6. A veterinarian or veterinary faculty member may not carry over continuing education credits from one biennium license renewal period to the next.
7. Each veterinarian or veterinary faculty member must maintain a record of credit hours earned and proof of attendance of such hours for a period of three years from the date of the preceding renewal period and must provide the Board with said documentation upon request.
8. Veterinarians or veterinary faculty members who attend programs where more than one course is taught must maintain proof of the courses attended and the number of hours awarded for each course.

(b) Approved Continuing Education Programs and Hours:

1. Blanket approval is awarded to any National, State and International veterinary association meetings, United States Department of Agriculture and Georgia Department

of Agriculture sponsored meeting, Board Certified Specialties programs recognized by the American Veterinary Medical Association, all AVMA accredited veterinary college or school sponsored classes and programs, all AAVSB RACE approved programs, any GVMA constituent organization programs, AAHA programs, programs sponsored by the United States or Southern Animal Health Association and any course approved by another state board.

2. Blanket approval does not apply to any continuing education programs on Georgia laws, rules, and professionalism (LEAP).
   (i) All LEAP courses and any other (non-LEAP) continuing education course which is not offered by a blanket approved organization must be awarded Board approval before the course is offered.
      (I) Veterinarians who provide proof of completion of Level 1 accreditation of the USDA-APHIS modules may be awarded 1 hour to meet the LEAP requirement.
      (II) Veterinarians who provide proof of completion of Level 2 accreditation of the USDA-APHIS modules may be awarded 2 hours to meet the LEAP requirement.
   (ii) If the LEAP course is a pre-recorded, non-interactive webinar, the provider must ensure that a passing score of 80% is achieved on the content-based post course test before awarding credit for the course.
3. Providers may be awarded Board approval for a continuing education course by submitting the following for consideration by the Board:
   (i) A continuing education application form;
   (ii) A detailed course outline or syllabus;
   (iii) A current curriculum vitae or resume must be provided for each speaker or lecturer;
   (iv) The procedure to be used for recording attendance; and,
   (v) The number of continuing education hours for which the course sponsor requests approval.
4. In addition to the LEAP requirements, the remaining credit hours may be earned as follows:

(i) One (1) hour may be given for each 50 minutes of contact time. Seminars are composed of lectures or labs; welcoming remarks, business sessions, unstructured demonstrations or degree programs are not considered seminars.

(ii) Three (3) hours can be for journal studies where follow-up testing is required. Fifteen (15) hours of non-interactive computer-generated courses will be allowed. Follow-up testing is required.

(iii) A maximum of twelve (12) hours will be allowed per calendar day.

(iv) A maximum of six (6) hours for veterinarians can be acquired through in house training at the licensees' place of employment.

(v) A maximum of ten (10) hours can be acquired through in-house training for veterinary faculty at AVMA accredited institutions. For the purposes of this rule, "in house training" refers to programs that are only offered to employees of the institution.

(vi) A maximum of three (3) hours can be acquired by licensees who conducted peer reviews for the Board.

(vii) Two (2) hours of continuing education credit per lecture for a subject area, regardless of the number of times the licensee presents the course, for a maximum of five different subjects.

(c) Continuing Education Audit: Persons licensed to practice as a veterinarian or who shall file an application to practice as such in this state are to maintain a record of completed continuing education courses and experiences by registering them in the continuing education tracking solution approved by the Office of Secretary of State.

1. For the purposes of this requirement, the Office of the Secretary of State adopts the utilization of CE Broker, Inc.

(i) Licensees and applicants shall incur no additional costs from CE Broker, Inc. for this service.

(ii) Every licensee or applicant subject this rule shall be deemed to have given such person's consent to the Board and its representatives to access their continuing competence record retained within the online database for the purpose of auditing and verifying completion of the Board's continuing education requirements.

2. During the renewal period, the Board staff will randomly select a percentage of licensees to audit for continuing education compliance and shall audit licensees who are the subject of a complaint investigation and/or have an active consent order or agreement with the Board.

~~2.~~3. If selected for continuing education audit, each licensee ~~must submit continuing education records to meet the renewal requirements for that license renewal period~~who has failed to enter all required continuing education and completion certificates into the approved continuing education tracking solution shall not be renewed and may be subject to disciplinary action by the Board.

(d) Provider and Sponsor Criteria: All providers and sponsors must provide the following information to the Board if they have not been awarded blanket approval:

1. Each sponsor or provider shall have an administrator whose responsibility is to maintain the criteria for quality in programming.
2. Providers shall use qualified personnel to develop and present the programs, which shall utilize appropriate instructional materials and resources.
3. Providers shall provide the Board adequate advanced promotional information, material about target audiences, program content, faculty credentials and fees.
4. Providers shall provide a means of registration of the participants at each program and maintain a record of attendance for a period of three years from the date of the program.
5. Providers shall develop policies and procedures for the management of grievances.
6. Providers shall provide each participant with adequate documentation of his/her successful completion of the program. The documentation shall include:
   (i) Name and license number of participant;
   (ii) Name of provider;
   (iii) Name and title of program to include the date and time each individual course was offered;
   (iv) Hours/CEU's completed;
   (v) Date of completion; and
   (vi) Authorizing signature.
7. All continuing education providers seeking approval of the continuing education program by the Georgia State Board of Veterinary Medicine shall submit a current

Program Approval Form for each program presented to include all program materials requested. These forms must be complete and should be submitted 60 days in advance in order to be considered by the Board.

8. If the continuing education application and materials are not submitted 60 days in advance of the date the course is to be offered, the continuing education provider will be assessed penalties as follows:
   (i) First offense: Assessed a monetary penalty of $ 100.00 to be paid in full at the time of application submission.
   (ii) Second offense:
      (I) Assessed a monetary penalty of $ 200.00 to be paid in full at the time of application submission.
      (II) The continuing education provider will not be allowed to submit any additional courses for approval for a period of 90 days from the Board's decision on the continuing education application in question.
   (iii) Third offense:
      (I) Assessed a monetary penalty of $ 300.00 to be paid in full at the time of application submission.
      (II) The continuing education provider will not be allowed to submit any additional courses for approval for a period of six months from the Board's decision on the continuing education application in question.
   (iv) Fourth offense: The continuing education provider will be presented to the Board to determine the next course of action.

AUTHORITY: O.C.G.A. §§ 43-1-25, 43-50-21, 43-50-40, 43-50-50, 43-50-52 and 43-50-110.

SYNOPSIS OF PROPOSED CHANGES TO THE GEORGIA STATE BOARD OF VETERINARY MEDICINE BOARD RULE CHAPTER 700-7 RENEWAL OF LICENSE, BOARD RULE 700-7-.04 VETERINARY TECHNICIAN CONTINUING EDUCATION

Purpose: The purpose of the proposed rule amendment is to acknowledge the requirements for a CE tracking solution to monitor compliance with CE as of January 1, 2026, pursuant to Senate Bill 125. The amendments give applicants and licensees notice of the Secretary of State's adoption of CE Broker as that tracking solution and additional detail regarding the use of said solution. Current specific CE requirements are reiterated and unchanged by this proposed rule amendment. Said rule amendment also deems that licensees or applicants have consented to the use of CE Broker to access their continuing competence record contained therein for purposes of applications and CE audits. Failure to enter required information under the approved solution may subject an applicant or licensee to nonrenewal or disciplinary action.

Rule 700-7-.04 Veterinary Technician Continuing Education

The Georgia State Board of Veterinary Medicine in accordance with the provisions of State Law and for the purpose of establishing certain minimum standards for continuing education in the best interest of and for the protective of the public health, safety and welfare hereby adopts the following rule:

(a) General Requirements:

1. Each veterinary technician licensed to practice in the State of Georgia must obtain eleven (11) hours of Board approved continuing education per biennium for license renewal. Of the eleven (11) hours required, one (1) per renewal period must be acquired in Georgia laws, rules and professionalism (LEAP). Continuing education hours may be acquired in person, by live, interactive webinars, or pre-recorded, non-interactive webinars that incorporate measures to ensure active participation throughout the course, to include, but not limited to, a content-based, post-course test with a minimum of five questions per CE credit. Georgia licensees who do not practice in the State of Georgia are not required to meet the one (1) hour requirement in Georgia laws, rules and professionalism.
2. At the time of license renewal, each veterinary technician shall certify to the Georgia State Board of Veterinary Medicine that he/she has completed the continuing education required for license renewal.

(i) If the LEAP course is a pre-recorded, non-interactive webinar, the provider must ensure that a passing score of 80% is achieved on the content-based, post-course test before awarding credit for the course.

(ii) Veterinary technicians may satisfy the LEAP requirement by providing proof of completion of three USDA-APHIS modules.

3. A veterinary technician licensed during the first year of a biennium must obtain five (5) hours of continuing education and is not required to meet the one (1) hour requirement in Georgia laws, rules and professionalism. A veterinary technician licensed during the second year of the biennium is exempt from obtaining continuing education for that renewal period. After this time period, the entire eleven (11) hours is required for each renewal.
4. In the event that a veterinary technician fails to verify or submit documentation of continuing education credits at the same time of renewal of his/her license, the Board will not process his/her renewal until continuing education requirements have been met and proof of such has been received and approved by the Board. If documentation of continuing education is requested and not received by the Board prior to the expiration date, the license will expire.
5. A veterinary technician may not carry over continuing education credits from one biennium license renewal period to the next.
6. Each veterinary technician must maintain a record of credit hours earned and proof of attendance of such hours for a period of three years from the date of the preceding renewal period and must provide the Board with said documentation upon request.
7. Veterinary technicians who attend programs where more than one course is taught must maintain proof of the courses attended and the number of hours awarded for each course.

(b) Approved Continuing Education Programs and Hours:

1. Blanket approval is awarded to any National, State and International veterinary association meetings, United States Department of Agriculture and Georgia Department of Agriculture sponsored meeting, Board Certified Specialties programs recognized by the American Veterinary Medical Association, all AVMA accredited veterinary college or school sponsored classes and programs, all AAVSB RACE approved programs, any GVMA constituent organization programs, AAHA programs, programs sponsored by the

United State or Southern Animal Health Association and any course approved by another state board. Blanket approval does not apply to any continuing education programs on Georgia laws, rules and professionalism.

2. All continuing education courses on Georgia laws, rules and professionalism (LEAP) or any continuing education course which is not offered by a blanket approved organization must be awarded Board approval. Providers may be awarded Board approval for a continuing education course by submitting the following:
   (i) A continuing education application form;
   (ii) A detailed course outline or syllabus;
   (iii) A current curriculum must be provided for each speaker or lecturer;
   (iv) The procedure to be used for recording attendance;
   (v) The number of continuing education hours for which the course sponsor requests approval.
3. In addition to the LEAP hour requirement for resident veterinary technicians, the remaining credit hours may be earned as follows:
   (i) One (1) hour may be given for each 50 minutes of contact time. Seminars are composed of lectures or labs; welcoming remarks, business sessions, unstructured demonstrations or degree programs are not considered seminars.
   (ii) Not more than four (4) hours can be obtained from veterinary journal studies or non-interactive computer-generated courses where follow-up testing is required.
   (iii) A maximum of three (3) hours for veterinary technicians can be acquired through in-house training at the licensees' place of employment.
   (iv) A maximum of five (5) hours can be acquired through in-house training for veterinary technicians at AVMA accredited institutions.

(c) Continuing Education Audit:

1. During the renewal period, the Board staff will randomly select up to 25% of its licensees to audit for continuing education compliance to include licensees who are the subject of a complaint investigation and/or have an active consent order or agreement with the Board.
2. If selected for continuing education audit, each licensee must submit continuing education courses and experiences~~records~~ to meet the renewal requirements for that

license in the continuing education tracking solution approved by the Office of Secretary of State~~renewal period~~.

(i) For the purposes of this requirement, the Office of the Secretary of State adopts the utilization of CE Broker, Inc.

(ii) Every licensee or applicant subject to this rule shall be deemed to have given such person's consent to the Board and its representatives to access their continuing competence record retained within the online database for the purpose of auditing and verifying completion of the Board's continuing education requirements.

3. If selected for continuing education audit, each licensee who has failed to enter all required continuing education activities and completion certificates into the approved continuing education tracking solution shall not be renewed and may be subject to disciplinary action by the Board.

(d) Provider and Sponsor Criteria: All providers and sponsors must provide the following information to the Board if they have not been awarded blanket approval:

1. Each sponsor or provider shall have an administrator whose responsibility is to maintain the criteria for quality in programming.
2. Providers shall use qualified personnel to develop and present the programs, which shall utilize appropriate instructional materials and resources.
3. Providers shall provide to the Board adequate advanced promotional information, material about target audiences, program content, faculty credentials and fees.
4. Providers shall provide a means of registration of the participants at each program and maintain a record of attendance for a period of three years from the date of the program.
5. Providers shall develop policies and procedures for the management of grievances.
6. Providers shall provide each participant with adequate documentation of his/her successful completion of the program. The documentation shall include:
   (i) Name and license number of participant;
   (ii) Name of provider;
   (iii) Name and title of program;
   (iv) Hours/CEU's completed;
   (v) Date of completion; and
   (vi) Authorizing signature.

7. All continuing education providers seeking approval of the continuing education program by the Georgia State Board of Veterinary Medicine shall submit a Program Approval Form for each program presented. These forms should be submitted 60 days in advance.
8. If the continuing education application and materials are not submitted sixty (60) days in advance of the date the course is to be offered, the continuing education provider will be assessed penalties as follows:
   (i) First offense: Assessed a monetary penalty of $100.00 to be paid in full at the time of application submission.
   (ii) Second offense:
      (I) Assessed a monetary penalty of $200.00 to be paid in full at the time of application submission.
      (II) The continuing education provider will not be allowed to submit any additional courses for approval for a period of ninety (90) days from the Board's decision on the continuing education application in question.
   (iii) Third offense:
      (I) Assessed a monetary penalty of $300.00 to be paid in full at the time of application submission.
      (II) The continuing education provider will not be allowed to submit any additional courses for approval for a period of six (6) months from the Board's decision on the continuing education application in question.
   (iv) Fourth offense: The continuing education provider will be presented to the Board to determine the next course of action.

AUTHORITY: O.C.G.A. §§ 43-1-25, 43-50-2, 43-50-21, 43-50-40, 43-50-50, 43-50-52 and 43-50-110.

RULES

OF

GEORGIA STATE BOARD OF VETERINARY MEDICINE

CHAPTER 700-7

RENEWAL OF LICENSE

TABLE OF CONTENTS

700-7-.03 Continuing Veterinary Education
700-7-.04 Veterinary Technician Continuing Education

Rule 700-7-.03 Continuing Veterinary Education

The Georgia State Board of Veterinary Medicine in accordance with the provisions of State Law and for the purpose of establishing certain minimum standards for continuing education in the best interest of and for the protection of the public health, safety and welfare hereby adopts the following rule:

(a) General Requirements:

1. Each veterinarian and veterinary faculty member licensed to practice in the State of Georgia must obtain thirty (30) hours of Board approved continuing education per biennium for license renewal.
   (i) Of the thirty (30) hours required, two (2) per renewal period must be acquired in Georgia laws, rules and professionalism (LEAP). Continuing education hours may be acquired in person, by live interactive webinars or pre-recorded, non-interactive webinars that incorporate measures to ensure active participation throughout the course, to include but not limited a content based post-course test with a minimum of five questions per CE credit. Georgia licensees who do not practice in the State of Georgia are not required to meet the two (2) hour requirement in Georgia laws, rules, and professionalism; and
   (ii) Eighteen (18) of the thirty (30) hours must include scientific subject matter. Scientific subject matter includes all conventional medical and surgical sub-

categories that are evidence based in addition to the science of diagnosis, treatment, and prevention of disease as it relates directly to patients and includes a comprehensive range of the practice of veterinary medicine.

2. At the time of license renewal, each veterinarian shall certify to the Georgia State Board of Veterinary Medicine that he/she has completed the continuing education required for license renewal.
3. Veterinarians and veterinary faculty members licensed during the first year of a biennium must obtain fifteen (15) hours of continuing education and are not required to meet the two (2) hour requirement in Georgia laws, rules, and professionalism. Veterinarians and veterinary faculty members licensed during the second year of a biennium are exempt from obtaining continuing education for that renewal period. After this time period, the entire thirty (30) hours is required for each renewal.
4. In the event that a veterinarian or a veterinary faculty member fails to verify or submit documentation of continuing education credits at the same time of renewal of his/her license, the Board will not process his/her renewal until continuing education requirements have been met and proof of such has been received and approved by the Board.
5. If documentation of continuing education is requested in conjunction with any audit and not received by the Board on or before the deadline date provided, the licensee will be subject to disciplinary action.
6. A veterinarian or veterinary faculty member may not carry over continuing education credits from one biennium license renewal period to the next.
7. Each veterinarian or veterinary faculty member must maintain a record of credit hours earned and proof of attendance of such hours for a period of three years from the date of the preceding renewal period and must provide the Board with said documentation upon request.
8. Veterinarians or veterinary faculty members who attend programs where more than one course is taught must maintain proof of the courses attended and the number of hours awarded for each course.

(b) Approved Continuing Education Programs and Hours:

1. Blanket approval is awarded to any National, State and International veterinary association meetings, United States Department of Agriculture and Georgia Department of Agriculture sponsored meeting, Board Certified Specialties programs recognized by the American Veterinary Medical Association, all AVMA accredited veterinary college or school sponsored classes and programs, all AAVSB RACE approved programs, any GVMA constituent organization programs, AAHA programs, programs sponsored by the United States or Southern Animal Health Association and any course approved by another state board.
2. Blanket approval does not apply to any continuing education programs on Georgia laws, rules, and professionalism (LEAP).
    (i) All LEAP courses and any other (non-LEAP) continuing education course which is not offered by a blanket approved organization must be awarded Board approval before the course is offered.
        (I) Veterinarians who provide proof of completion of Level 1 accreditation of the USDA-APHIS modules may be awarded 1 hour to meet the LEAP requirement.
        (II) Veterinarians who provide proof of completion of Level 2 accreditation of the USDA-APHIS modules may be awarded 2 hours to meet the LEAP requirement.
    (ii) If the LEAP course is a pre-recorded, non-interactive webinar, the provider must ensure that a passing score of 80% is achieved on the content-based post course test before awarding credit for the course.
3. Providers may be awarded Board approval for a continuing education course by submitting the following for consideration by the Board:
    (i) A continuing education application form;
    (ii) A detailed course outline or syllabus;
    (iii) A current curriculum vitae or resume must be provided for each speaker or lecturer;
    (iv) The procedure to be used for recording attendance; and,
    (v) The number of continuing education hours for which the course sponsor requests approval.

4. In addition to the LEAP requirements, the remaining credit hours may be earned as follows:
    (i) One (1) hour may be given for each 50 minutes of contact time. Seminars are composed of lectures or labs; welcoming remarks, business sessions, unstructured demonstrations or degree programs are not considered seminars.
    (ii) Three (3) hours can be for journal studies where follow-up testing is required. Fifteen (15) hours of non-interactive computer-generated courses will be allowed. Follow-up testing is required.
    (iii) A maximum of twelve (12) hours will be allowed per calendar day.
    (iv) A maximum of six (6) hours for veterinarians can be acquired through in house training at the licensees' place of employment.
    (v) A maximum of ten (10) hours can be acquired through in-house training for veterinary faculty at AVMA accredited institutions. For the purposes of this rule, "in house training" refers to programs that are only offered to employees of the institution.
    (vi) A maximum of three (3) hours can be acquired by licensees who conducted peer reviews for the Board.
    (vii) Two (2) hours of continuing education credit per lecture for a subject area, regardless of the number of times the licensee presents the course, for a maximum of five different subjects.

(c) Continuing Education Audit: Persons licensed to practice as a veterinarian or who shall file an application to practice as such in this state are to maintain a record of completed continuing education courses and experiences by registering them in the continuing education tracking solution approved by the Office of Secretary of State.
    1. For the purposes of this requirement, the Office of the Secretary of State adopts the utilization of CE Broker, Inc.
        (i) Licensees and applicants shall incur no additional costs from CE Broker, Inc. for this service.
        (ii) Every licensee or applicant subject this rule shall be deemed to have given such person's consent to the Board and its representatives to access their continuing

competence record retained within the online database for the purpose of auditing and verifying completion of the Board's continuing education requirements.

2. During the renewal period, the Board staff will randomly select a percentage of licensees to audit for continuing education compliance and shall audit licensees who are the subject of a complaint investigation and/or have an active consent order or agreement with the Board.
3. If selected for continuing education audit, each licensee who has failed to enter all required continuing education and completion certificates into the approved continuing education tracking solution shall not be renewed and may be subject to disciplinary action by the Board.

(d) Provider and Sponsor Criteria: All providers and sponsors must provide the following information to the Board if they have not been awarded blanket approval:

1. Each sponsor or provider shall have an administrator whose responsibility is to maintain the criteria for quality in programming.
2. Providers shall use qualified personnel to develop and present the programs, which shall utilize appropriate instructional materials and resources.
3. Providers shall provide the Board adequate advanced promotional information, material about target audiences, program content, faculty credentials and fees.
4. Providers shall provide a means of registration of the participants at each program and maintain a record of attendance for a period of three years from the date of the program.
5. Providers shall develop policies and procedures for the management of grievances.
6. Providers shall provide each participant with adequate documentation of his/her successful completion of the program. The documentation shall include:
   (i) Name and license number of participant;
   (ii) Name of provider;
   (iii) Name and title of program to include the date and time each individual course was offered;
   (iv) Hours/CEU's completed;
   (v) Date of completion; and
   (vi) Authorizing signature.

7. All continuing education providers seeking approval of the continuing education program by the Georgia State Board of Veterinary Medicine shall submit a current Program Approval Form for each program presented to include all program materials requested. These forms must be complete and should be submitted 60 days in advance in order to be considered by the Board.
8. If the continuing education application and materials are not submitted 60 days in advance of the date the course is to be offered, the continuing education provider will be assessed penalties as follows:
   (i) First offense: Assessed a monetary penalty of $ 100.00 to be paid in full at the time of application submission.
   (ii) Second offense:
      (I) Assessed a monetary penalty of $200.00 to be paid in full at the time of application submission.
      (II) The continuing education provider will not be allowed to submit any additional courses for approval for a period of 90 days from the Board's decision on the continuing education application in question.
   (iii) Third offense:
      (I) Assessed a monetary penalty of $ 300.00 to be paid in full at the time of application submission.
      (II) The continuing education provider will not be allowed to submit any additional courses for approval for a period of six months from the Board's decision on the continuing education application in question.
   (iv) Fourth offense: The continuing education provider will be presented to the Board to determine the next course of action.

AUTHORITY: O.C.G.A. §§ 43-1-25, 43-50-21, 43-50-40, 43-50-50, 43-50-52 and 43-50-110.

Rule 700-7-.04 Veterinary Technician Continuing Education

The Georgia State Board of Veterinary Medicine in accordance with the provisions of State Law and for the purpose of establishing certain minimum standards for continuing education in the best interest of and for the protective of the public health, safety and welfare hereby adopts the following rule:

(a) General Requirements:

1. Each veterinary technician licensed to practice in the State of Georgia must obtain eleven (11) hours of Board approved continuing education per biennium for license renewal. Of the eleven (11) hours required, one (1) per renewal period must be acquired in Georgia laws, rules and professionalism (LEAP). Continuing education hours may be acquired in person, by live, interactive webinars, or pre-recorded, non-interactive webinars that incorporate measures to ensure active participation throughout the course, to include, but not limited to, a content-based, post-course test with a minimum of five questions per CE credit. Georgia licensees who do not practice in the State of Georgia are not required to meet the one (1) hour requirement in Georgia laws, rules and professionalism.
2. At the time of license renewal, each veterinary technician shall certify to the Georgia State Board of Veterinary Medicine that he/she has completed the continuing education required for license renewal.
    (i) If the LEAP course is a pre-recorded, non-interactive webinar, the provider must ensure that a passing score of 80% is achieved on the content-based, post-course test before awarding credit for the course.
    (ii) Veterinary technicians may satisfy the LEAP requirement by providing proof of completion of three USDA-APHIS modules.
3. A veterinary technician licensed during the first year of a biennium must obtain five (5) hours of continuing education and is not required to meet the one (1) hour requirement in Georgia laws, rules and professionalism. A veterinary technician licensed during the second year of the biennium is exempt from obtaining continuing education for that renewal period. After this time period, the entire eleven (11) hours is required for each renewal.
4. In the event that a veterinary technician fails to verify or submit documentation of continuing education credits at the same time of renewal of his/her license, the Board will

not process his/her renewal until continuing education requirements have been met and proof of such has been received and approved by the Board. If documentation of continuing education is requested and not received by the Board prior to the expiration date, the license will expire.

5. A veterinary technician may not carry over continuing education credits from one biennium license renewal period to the next.
6. Each veterinary technician must maintain a record of credit hours earned and proof of attendance of such hours for a period of three years from the date of the preceding renewal period and must provide the Board with said documentation upon request.
7. Veterinary technicians who attend programs where more than one course is taught must maintain proof of the courses attended and the number of hours awarded for each course.

(b) Approved Continuing Education Programs and Hours:

1. Blanket approval is awarded to any National, State and International veterinary association meetings, United States Department of Agriculture and Georgia Department of Agriculture sponsored meeting, Board Certified Specialties programs recognized by the American Veterinary Medical Association, all AVMA accredited veterinary college or school sponsored classes and programs, all AAVSB RACE approved programs, any GVMA constituent organization programs, AAHA programs, programs sponsored by the United State or Southern Animal Health Association and any course approved by another state board. Blanket approval does not apply to any continuing education programs on Georgia laws, rules and professionalism.
2. All continuing education courses on Georgia laws, rules and professionalism (LEAP) or any continuing education course which is not offered by a blanket approved organization must be awarded Board approval. Providers may be awarded Board approval for a continuing education course by submitting the following:
   (i) A continuing education application form;
   (ii) A detailed course outline or syllabus;
   (iii) A current curriculum must be provided for each speaker or lecturer;
   (iv) The procedure to be used for recording attendance;
   (v) The number of continuing education hours for which the course sponsor requests approval.

3. In addition to the LEAP hour requirement for resident veterinary technicians, the remaining credit hours may be earned as follows:
   (i) One (1) hour may be given for each 50 minutes of contact time. Seminars are composed of lectures or labs; welcoming remarks, business sessions, unstructured demonstrations or degree programs are not considered seminars.
   (ii) Not more than four (4) hours can be obtained from veterinary journal studies or non-interactive computer-generated courses where follow-up testing is required.
   (iii) A maximum of three (3) hours for veterinary technicians can be acquired through in-house training at the licensees' place of employment.
   (iv) A maximum of five (5) hours can be acquired through in-house training for veterinary technicians at AVMA accredited institutions.

(c) Continuing Education Audit:
   1. During the renewal period, the Board staff will randomly select up to 25% of its licensees to audit for continuing education compliance to include licensees who are the subject of a complaint investigation and/or have an active consent order or agreement with the Board.
   2. If selected for continuing education audit, each licensee must submit continuing education courses and experiences to meet the renewal requirements for that license in the continuing education tracking solution approved by the Office of Secretary of State.
      (i) For the purposes of this requirement, the Office of the Secretary of State adopts the utilization of CE Broker, Inc.
      (ii) Every licensee or applicant subject to this rule shall be deemed to have given such person's consent to the Board and its representatives to access their continuing competence record retained within the online database for the purpose of auditing and verifying completion of the Board's continuing education requirements.
   3. If selected for continuing education audit, each licensee who has failed to enter all required continuing education activities and completion certificates into the approved continuing education tracking solution shall not be renewed and may be subject to disciplinary action by the Board.

(d) Provider and Sponsor Criteria: All providers and sponsors must provide the following information to the Board if they have not been awarded blanket approval:

1. Each sponsor or provider shall have an administrator whose responsibility is to maintain the criteria for quality in programming.
2. Providers shall use qualified personnel to develop and present the programs, which shall utilize appropriate instructional materials and resources.
3. Providers shall provide to the Board adequate advanced promotional information, material about target audiences, program content, faculty credentials and fees.
4. Providers shall provide a means of registration of the participants at each program and maintain a record of attendance for a period of three years from the date of the program.
5. Providers shall develop policies and procedures for the management of grievances.
6. Providers shall provide each participant with adequate documentation of his/her successful completion of the program. The documentation shall include:
   (i) Name and license number of participant;
   (ii) Name of provider;
   (iii) Name and title of program;
   (iv) Hours/CEU's completed;
   (v) Date of completion; and
   (vi) Authorizing signature.
7. All continuing education providers seeking approval of the continuing education program by the Georgia State Board of Veterinary Medicine shall submit a Program Approval Form for each program presented. These forms should be submitted 60 days in advance.
8. If the continuing education application and materials are not submitted sixty (60) days in advance of the date the course is to be offered, the continuing education provider will be assessed penalties as follows:
   (i) First offense: Assessed a monetary penalty of $100.00 to be paid in full at the time of application submission.
   (ii) Second offense:
      (I) Assessed a monetary penalty of $200.00 to be paid in full at the time of application submission.
      (II) The continuing education provider will not be allowed to submit any additional courses for approval for a period of ninety (90) days from the Board's decision on the continuing education application in question.

(iii) Third offense:

(I) Assessed a monetary penalty of $300.00 to be paid in full at the time of application submission.

(II) The continuing education provider will not be allowed to submit any additional courses for approval for a period of six (6) months from the Board's decision on the continuing education application in question.

(iv) Fourth offense: The continuing education provider will be presented to the Board to determine the next course of action.

AUTHORITY: O.C.G.A. §§ 43-1-25, 43-50-2, 43-50-21, 43-50-40, 43-50-50, 43-50-52 and 43-50-110.