

## **ALERT**

### **Massage, Bodywork and Somatic Therapy Certification Holders**

The Board office has received several questions regarding renewal, CPR, and continuing education requirements for the 2008 Massage, Bodywork and Somatic Therapy Renewal. The two regulations that follow address these concerns. The first citation identifies the certificant's responsibility to renew (N.J.A.C. 13:37-16.6) and the second citation explains the CPR and continuing education requirements (N.J.A.C. 13:37-16.11 (b) and (c)).

The Massage, Bodywork and Somatic Therapy Committee would encourage you to use the online renewal service described in the renewal notification that the Division of Consumer Affairs mailed to you on September 30, 2008. Other Board licensees and certificants have found the online service to be easy to use with certifications being received usually within 10 business days. If you prefer a paper renewal, please be aware that paper renewals generally take a couple of weeks longer to process. This becomes problematic if your renewal is received after the expiration date of November 30<sup>th</sup>. If received after that date, the application will be considered a late renewal and will require inclusion of a late fee. If the renewal application and the appropriate fee are not received by December 30, 2008, your certification will be administratively suspended and you will be required to apply for reinstatement. (See N. J.A.C. 13:37-16.6(c) through (h).)

#### **New Jersey Administrative Code (N.J.A.C.)**

##### **N.J.A.C. 13:37-16.6 Renewal of certification**

(a) Certifications shall be renewed biennially on a form provided by the Committee. Each applicant shall attest that the continuing education requirements of N.J.A.C. 13:37-16.11 have been completed during the prior biennial period.

(b) The Committee shall send a notice of renewal to each certificant, at least 60 days prior to the expiration of the certificate. If the notice to renew is not sent at least 60 days prior to the expiration date, no monetary penalties or fines shall apply to the holder for failure to renew.

(c) The certificant shall submit the renewal application and pay the renewal fee pursuant to N.J.A.C. 13:37-5.5(f) prior to the date of expiration of the certificate. If the certificant does not renew the certificate prior to its expiration date, the certificant may renew it no later than 30 days after its expiration date by submitting a renewal application and paying a **renewal fee and a late fee** pursuant to N.J.A.C. 13:37-5.5(f). A certificant who fails to renew the certificate within 30 days after the expiration date of the certificate shall be **suspended without a hearing**.

(d) Individuals who continue to hold themselves out as State certified massage, bodywork and somatic therapists after being suspended shall be deemed to have violated N.J.A.C. 13:37-16.9, even if no notice of suspension had been provided to the person.

(e) A person seeking reinstatement within five years following the suspension of a certification shall submit the following to the Committee:

1. A completed reinstatement application;
2. Payment of all past delinquent renewal fees as set forth in N.J.A.C. 13:37-5.5(f);
3. Payment of a reinstatement fee as set forth in N.J.A.C. 13:37-5.5(f);
4. A certification verifying completion of the continuing education credits required pursuant to N.J.A.C. 13:37-16.11 for the renewal of a certificant certification; and
5. An affidavit of employment listing each job held during the period of suspension which includes the names, addresses, and telephone numbers of each employer.

(f) A person seeking reinstatement after more than five years following the suspension of a certification shall satisfy the requirements of (e) above and shall successfully complete the examination required for initial certification as set forth in N.J.A.C. 13:37-16.4(a)2.

(g) Renewal applications for all certificates shall provide the certificant with the option of either active or inactive renewal. Certificants electing to renew as inactive shall not hold themselves out to the public as State certified massage, bodywork and somatic therapists.

## **ALERT**

### **Massage, Bodywork and Somatic Therapy Certification Holders**

(h) Upon application to the Committee, the Committee may permit a certificant who has been on inactive status to return to active status provided such applicant completes the continuing education credits that are required per biennial period for each biennial period that the applicant is on inactive status and holds current certification in Cardio-Pulmonary Resuscitation (CPR) from a course approved by the American Heart Association or a substantially similar course approved by the American Red Cross, the National Safety Council, Coyne First Aid, Inc., the American Safety and Health Institute or EMP International Inc.

#### **N.J.A.C. 13:37-16.11 Continuing education, programs, standards**

(a) Upon biennial certification renewal, certificants shall attest that they have completed courses of continuing education of the types and number of credit hours specified in (b), (c), (d) and (e) below. Falsification of any information submitted on the renewal application may require an appearance before the Committee and may subject a certificant to penalties and/or suspension or revocation of the certification pursuant to N.J.S.A. 45:1-21 through 45:1-25.

(b) Each applicant for biennial license renewal shall be required to obtain current certification in **Cardio-Pulmonary Resuscitation (CPR)** from a course approved by the Red Cross or American Heart Association, or a substantially similar course approved by the American Red Cross, the National Safety Council, Coyne First Aid, Inc., the American Safety and Health Institute or EMP International Inc., and to complete during the preceding biennial period, except as provided in (c) below, **a minimum of 20 credit hours of continuing education related to the practice of massage, bodywork and somatic therapy.** Courses that are related solely to the business practices of certificants shall not satisfy continuing education requirements.

(c) A certificant who is certified in the second year of a biennial renewal period shall be required to complete 10 credit hours of continuing education.

(d) A certificant who completes more than the minimum continuing education credit hours set forth above in any biennial registration period may carry no more than 20 of the additional credit hours into a succeeding biennial period.

(e) A certificant may obtain continuing education credit hours from the following:

1. Successful completion of continuing education courses or programs related to the practice of massage, bodywork and somatic therapy, approved by, or offered by providers approved by: the NCBTMB the NCCAOM; the American Massage Therapy Association (AMTA); the American Organization for Bodywork Therapies of Asia (AOBTA); the Association of Bodywork and Massage Professionals (ABMP); and the American Nurses Credentialing Center (ANCC); one credit hour for each hour of attendance;
2. Successful completion of continuing education courses or programs related to the practice of massage, bodywork and somatic therapy provided the presentation of the courses or programs are pre-approved by the Committee pursuant to (h) below, prior to the presentation of the course; one credit hour for each hour of attendance;
3. Successful completion of continuing education courses or programs related to the practice of massage, bodywork and somatic therapy given by a school of massage, bodywork or somatic therapy that meets the requirements of N.J.A.C. 13:37-16.3(b); one credit hour for each hour of attendance;
4. Successful completion of a course, related to the practice of massage, bodywork and somatic therapy, given by a school, college or university accredited by the New Jersey Department of Education or an agency of another state with requirements substantially similar to the requirements of the New Jersey Department of Education; one credit hour for each hour of attendance;
5. Teaching a new continuing education program related to massage, bodywork and somatic therapy that is approved pursuant to 1, 2 or 3 above. "New" means that the certificant has never taught or developed curriculum for that course or program in any educational setting; one credit hour for each hour taught;
6. Authorship of a textbook or a chapter of a textbook directly related to the practice of massage, bodywork and somatic therapy; four credit hours for each chapter up to 20 credit hours;

## **ALERT**

### **Massage, Bodywork and Somatic Therapy Certification Holders**

7. Authorship of a published article, which has been refereed through peer review related to the practice of massage, bodywork and somatic therapy, in a medical or health related journal; four credit hours; and
  8. Presenting a new seminar or lecture to professional peers, provided the seminar or lecture is at least one hour long; "New" means that the certificant has never presented the seminar or lecture before; one credit hour for each hour of presentation.
- (f) The Committee shall perform audits on randomly selected certificants to determine compliance with continuing education requirements. A certificant shall maintain the following documentation for a period of four years after completion of the credit hours and shall submit such documentation to the Committee upon request:
1. For attendance at programs or courses: a certificate of completion from the sponsor;
  2. For publication of textbook or article: the published item, including the date of publication;
  3. For developing curriculum or teaching a course or program: documentation, including a copy of the curriculum, location, date and time of course, duration of course by hour, and letter from sponsor confirming that the certificant developed or taught the course or program; and
  4. For presenting a lecture or seminar: documentation including the location, date and duration of the lecture or seminar.
- (g) The Committee may waive the continuing education requirements of this section on an individual basis for reasons of hardship, such as severe illness, disability, or military service.
1. A certificant seeking a waiver of the continuing education requirements shall apply to the Committee in writing at least 90 days prior to certificate renewal and set forth in specific detail the reasons for requesting the waiver. The certificant shall provide the Committee with supplemental materials that support the request for waiver.
  2. A waiver of continuing education requirements granted pursuant to this subsection shall only be effective for the biennial period in which such waiver is granted. If the condition(s) which necessitated the waiver continue(s) into the next biennial period, a certificant shall apply to the Committee for the renewal of such waiver for the new biennial period.
- (h) Sponsors of continuing education programs or courses seeking Committee approval shall:
1. Obtain Committee approval prior to representing that any course, seminar or program fulfills the requirements of this section;
  2. Submit the following for each course or program offered, for evaluation by the Committee, at least 90 days prior to presenting the course:
    - i. A detailed description of course content and the hours of instruction; and
    - ii. A curriculum vitae of each lecturer, including specific background which qualifies the individual as a lecturer in the area of instruction;
  3. Submit a fee pursuant to N. J.A.C. 13:37-5.5(f) for each submission of course or program offering(s) for which Committee approval is sought.
- (i) The Committee may direct or order a certificant to complete continuing education credit hours:
1. As part of a disciplinary or remedial measure in addition to the required 20 hours of continuing education; or
  2. To correct a deficiency in the certificant's continuing education requirements.
- (j) Any continuing education credit hours completed by the certificant in compliance with an order or directive from the Committee as set forth in (i) above shall not be used to satisfy the minimum continuing education requirements as set forth in this section.