

**STATE BOARD OF PSYCHOLOGY of OHIO
POLICY AND PROCEDURE MANUAL**

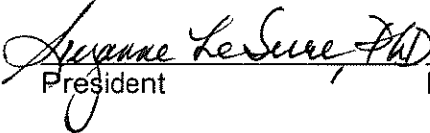
SECTION 3: MANDATORY CONTINUING EDUCATION

POLICY 3.2: BIENNIAL RENEWAL AND MCE

DATE EFFECTIVE: JUNE 9, 2003

AMENDED AND EFFECTIVE: JANUARY 18, 2013

REVIEWED AND APPROVED

 4/17/13
President Date

 1/22/13
Executive Director Date

Reference: 4732-1-06; 4732-2-01; Board meeting minutes January 18, 2013

POLICY STATEMENTS AND STANDARD OPERATING PROCEDURES

- 1) If a licensee has earned more than the mandated number of MCE hours required for renewal, extra hours may not be applied toward the next renewal biennium. Therefore, MCE credits cannot be earned before the renewal period begins, and the credits for an educational experience cannot be split between biennia.
- 2) No MCE certificates or other documentation will be accepted for review by the Board for renewal purposes unless specifically requested. MCE hours that are insufficient by August 31 of each even-numbered years will result in automatic suspension of the license on 9/30 of the renewal year, as OPA-MCE and OSPA-MCE stop accepting certificates shortly after September 30 of a given renewal year. .