

Instructions for Submitting Evidence Based Citations

For the purpose of CEU review, the term evidence based should be defined as including those articles published in a peer-reviewed journal related to the field of physical therapy. The strength of the evidence shall be considered. Case studies, expert opinions, and editorials shall not be considered evidence without additional supporting research.

At the September 26, 2019 board meeting, the Board discussed the CEU policy for reviewing continuing education courses for board approval. The Board voted to amend the CEU policy to require applicants of clinical course types to submit three (3) references of articles published in peer reviewed journals related to the field of Physical Therapy that were published within the last ten years. References must be submitted using AMA style. A sample reference is provided at the end of the instructions.

Process as it relates to licensees when submitting for individual course approval:

1. At the time that they register for the course, or attend the course, licensees are encouraged to ask course sponsors if they will be submitting a course for approval in Louisiana.
 - a. If the answer is yes, no further action by the licensee is needed for approval.
 - b. If the answer is no, the licensee will need to submit for individual course approval. The licensee is encouraged to ask the course sponsor for a list of references used when developing the course at the time that they register or take the course to prevent delays in obtaining necessary documentation for approval. The references need information to allow the LAPT Board Continuing Education Committee the ability to look up the reference. Web address or DOI information is required.

Important information for individual licensees applying for course approval:

1. Licensee may submit for course approval up to 60 days of their license expiration (LAC 46: LIV §193.F.(3)). A courses that is submitted by an individual licensee is only approved for the individual licensee who submits the course.
2. The licensee is responsible for submitting all the necessary documentation listed on the application for course review, including evidence-based references used by the course sponsor to develop the course.
3. Evidence based references/citations must include a minimum of three (3) references published within the last ten (10) years.
4. AMA Style referenced below.
5. Once the licensee has a complete course application, including all of the documentation needed for course review, the licensee will submit individual course application to the board office along with a \$20 fee.

Sample Reference

Author Last name, First Initial Middle Initial. Title in sentence case. Abbreviated Journal Title in Title Case. Year Month Day; volume(Issue#): PP-PP.

The references need information to allow the LAPT Board CE committee the ability to look up the reference. Web address or DOI information is required.

See the following example:

Joyce C, Schneider M, Stevans JM, Beneciuk JM. Improving Physical Therapy Pain Care, Quality, and Cost Through Effectiveness-Implementation Research. *Physical Therapy*. 2018;98(5):447-456.

<https://doi:10.1093/ptj/pzy031>