

→ General license renewal does not become available in the new portal until December.

You will receive an email telling you that your license is eligible for renewal. This notice is modified from an email issued on 10/26/2016 ←

IF YOU ARE RECEIVING THIS EMAIL, YOU ARE **NOT** LISTED AS BEING IN THE OPPCE RENEWAL REPORTING CYCLE SUBTYPE REQUIRING OPPCE REPORTING FOR LICENSE EXPIRING 1/31/2017. This is an informational email about renewal processing in the new eLicense platform, slightly modified from the email sent to licensees who **are** required to report during the upcoming renewal cycle.

If you have not yet registered in the new portal -- [CLICK HERE](#) to request an email with your registration information.

For your general and planning reference, basic OPPCE requirements information is posted to the [website](#) under the top tab **LICENSEES**, same as the **Quick Link** Continuing Education:



Continuing Education:

According to statutory language, OPPCE units must first be reported to the Board at the time of a licensee's 4th renewal, and subsequently every 3rd license renewal thereafter.

Ohio license numbers which display with a "dash-one (- 1)" tag on the license look-up link to the Ohio eLicense Center will be required to attest to **accrual of at least the minimum number of required CE units gained between January 1, 2014 - December 31, 2016** for the license renewal due January 31, 2017.

Licensees subject to reporting during the January 31, 2017 renewal cycle will receive a reminder with their 2017 renewal informational mailing, to be issued in November 2016.

- **For a table matching first issue year with license renewal reporting cycle, [click here](#).**

ORC § 4779.20 - Renewal provides as follows regarding the number of hours that will be required for reporting over the course of the 3-year reporting cycle:

Licensed as an Orthotist or Prosthetist: 45 CE Units
Licensed as an Orthotist and Prosthetist: 75 CE Units
Licensed as a Pedorthist: 33 CE Units

Please note these important differences from prior year processes:

1. Preferred/recommended browser for finding happiness in the new portal is Chrome; Firefox may work well. **We are now suggesting you avoid Internet Explorer.**
2. **Renewal scripts are no longer “customized” by renewal cycle subtype**, so in that regard, the new process is less user-friendly.
3. **These instructions will appear on the renewal questions page:**

RETURNING LICENSEES PLEASE NOTE: YOU MUST BE AWARE OF YOUR OPPCE REPORTING CYCLE REQUIREMENTS TO ANSWER THESE QUESTIONS CORRECTLY. This eLicense platform does not correlate your license number sub-type (TEMP, -1, -2, or -3) to the OPPCE reporting protocol. Refer to the “When Am I Required to Report OPPCE” FAQ on the Board’s website if you are unsure of these requirements.

4. Renewals will process in a much more automated fashion than previously. Previously, staff would review renewal Q&A’s for early renewers and would try to head off any compliance concerns by assisting licensees in correcting erroneous information. In practical terms, what that means is that if you fail to report correctly or accurately, you are more likely to be required to enter into a corrective compliance or enforcement protocol after your license has been renewed. [ORC Section 4779.28](#) specifies a disciplinary basis for “*Committing fraud, **misrepresentation**, or deception in applying for or securing a license issued under this chapter;*”.
5. **IF you answer NO to OPPCE reporting or other renewal related questions when you should have answered YES, you may be subject to enforcement/disciplinary action.**
6. **If you answer YES to certain renewal questions, you may be required to upload documentation related to your answer entries.**