

Continuing Education Programs at a Glance

Organization	Mandatory CE	System of Measurement	Required Participants	Minimum Hours Required for Program	Minimum Credits Required Per Year	Member Reporting of CE	Exemptions	Special Waivers/ Exemptions	Audits	Total Members
AIA	Yes	1 hour=1 credit	Members	18 hrs per year ¹	18	Once a year	Assoc., Allied, Emeritus, New First-Time members	Health, Overseas assignments, Financial	Non-compliance	78,000
AICPA	Yes	50 min=1 credit	Members	120 hrs per 3 years	0	Once a year	Retired, Unemployed, temp left workplace, inactive license	Foreign residency, health, military service	Not Known	330,000
AMA	Vol./State Req. ²	1 hour=1 credit	Licensed Members	Various ³	Various ³	Once a year	Retired members	Military service	N/A	13,200
ASLA⁴	No/State Req. ²	50 min=1 credit	Licensed Members	11.5 hrs per year	Various	With license renewal	Not Known	Not Known	N/A	16,200
CIP⁵	Yes	1 hour=1 credit	Members	18 hrs per year	9	Continuous	Retired, Honorary members, non-planners	Health	Non-compliance and content	6,000
IEDC	Yes	Credit-based ⁶	Certified Members	12 credits per 3 years ⁷	No min; maximum of six credits/yr	Every 3 years with certification renewal	N/A	N/A	N/A	4,500
PIA	Yes	Credit-based ⁸	Certified Members	60 pts per 2 years ⁹	20 pts	Continuous	N/A	N/A	Non-compliance and content	3,900
RTPI	Yes	1 hour=1 credit	Members	50 hrs per 2 years ¹⁰	0	Every two years	Retired, Honorary members, International Associates, non-qualified students	Childbirth (mothers only)	Non-compliance and content	18,500
APA-AICP	No	1 hour=1 credit	Certified Members (voluntary)	60 hrs per 3 years	N/A	Continuous	N/A	N/A	No	15,000

¹ AIA requires that 8 of its 18 required hours be devoted to issues of health, safety or welfare (HSW).

² The two organizations not explicitly mandating continuing education are the American Medical Association (AMA) and the American Society of Landscape Architects (ASLA). It should be noted that both organizations are significantly involved in continuing professional education nonetheless. The Continuing Medical Education (CME) program of the American Medical Association is voluntary. However, the majority of U.S. states & territories accept the CME program to fulfill its continuing education requirements for state licensure. ASLA as an organization does not mandate continuing professional education, but many states require it for licensure. The role of ASLA in continuing professional education is primarily as an educational provider.

³ There are two categories of continuing education, AMA Category I and AMA Category II. Physicians can receive a PRA certificate for activity completed within the past year, past two years or past three years. The following outlines the AMA PRA certificate requirements for each:

One-year certificate – Twenty (20) Category 1 credits and thirty (30) Category 1 or 2 credits (50 credits total) OR one year ACGME (Accreditation Council for Graduate Medical Education) residency training

Two-year certificate – Forty (40) Category 1 credits and sixty (60) Category 1 or 2 credits (100 credits total) OR two years ACGME residency training

Three-year certificate – Sixty (60) Category 1 credits and ninety (90) Category 1 or 2 credits (150 credits total) OR three years ACGME residency training OR ABMS (American Board of Medical Specialties) board certificate or Maintenance of Certificate

⁴ The average number of Continuing Education Units (CEUs) required per year by states is 11.5. Of those states requiring CE, the range is a low of 5 units required a year (Pennsylvania) to 18 units per year (Iowa). The median is 12 hours per year and the mode is 12 and 15. Kansas serves as a good example at 30 hours/two years.

⁵ CIP is an organization that is made up of affiliate organizations. Each affiliate determines its own continuing education policies. The affiliates are Alberta, Atlantic, British Columbia, Manitoba, Ontario, Quebec and Saskatchewan. The Planning Institute of British Columbia (PIBC) was the first affiliate to institute mandatory continuing education two years ago, followed by Manitoba and Saskatchewan. Atlantic and Alberta will most likely pass mandatory continuing education in the fall of this year. Ontario and Quebec, however, remain voluntary programs with the possibility of voting on the issue in the future. The data provided in this report reflects the national standards, modeled after the PIBC.

⁶ For IEDC, activities are measured in “credits” that are not directly equivalent to the number of hours spent in the activity. Credits are awarded through a three-tiered system that appears to be based on the course provider and the intensity of the activity. There are three levels. Level 1 = 3 credits/activity, level 2 = 2 credits/activity, level 3 = 1 credit/activity.

⁷ The International Economic Development Council (IEDC) measures its continuing professional development activities in “credits” that are not directly equivalent to the number of hours spent in the activity. Credits are awarded through a three-tiered system that appears to be based on the course provider or the intensity of the activity. Activities from Level One are worth three credits per activity, those from Level Two are worth two credits per activity and those from Level Three are worth one credit per activity. Examples of activities for each level are noted in Appendix 1 to this report.

⁸ For PIA, most PD activities attract 1 point per hour of activity. However learning environment and activities which require greater effort and outcomes achieved will attract 2 points per hour of activity.

⁹ The Planning Institute of Australia (PIA) measures its continuing professional education through a two-tiered system that is based on activity hours. Most PD activities attract 1 point per hour of activity. However learning environment and activities which require greater effort and outcomes achieved will attract 2 points per hour of activity. A listing of types of activities in each category is noted in Section 2.x of this report.

¹⁰ RTPI also requires a Professional Development Plan be completed and updated every year.

Eligible Activities

Organization	Conference/Wksp/ Lecture/Seminar	Classroom Learning ¹¹	Distance Learning	Workplace Training	Tours	Teaching Courses	Research	Presenting	Authoring	Journal Write/Review	Reading	Mentoring	Vol. service	Org. leadership	Other Org. committee, leadership
AIA	Yes	Yes	Yes	Yes	Yes	?	Yes	?	?	?	Yes	?	Yes ¹²	?	?
AICPA ¹³	Yes	Yes	Yes	Yes	N/A	?	?	?	?	?	Yes	?	?	?	?
AMA ¹⁴	Yes	Yes	Yes	Yes	N/A	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No	No
ASLA ¹⁵	Yes	Yes	Yes	?	?	Yes	?	Yes	Yes	?	?	Yes	?	Yes	Yes
CIP ¹⁶	Yes	Yes	Yes	Yes	Yes	Yes	Yes	?	Yes	Yes	Yes	Yes	Yes	Yes	Yes
IEDC ¹⁷	Yes	Yes ¹⁸	No	No	No	Yes	No	Yes	Yes	Yes	No	No	No	Yes	Yes
PIA ¹⁹	Yes	Yes	Yes	?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
RTPI ²⁰	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	?	Yes	No ²¹	Yes ¹¹
APA-AICP	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	No	No	No	No	No	No	No

? – The organization may or may not accept credits for the specified type of professional development.

In some organizations an individual could consider evaluating the activity against certain criteria.

N/A—Not applicable

¹¹ Classroom Learning includes conferences, workshops, lectures, seminars, and in-classroom university/college courses.

¹² It is possible for volunteer work to count toward AIA requirements, but individuals must closely scrutinize whether the activity is educational in nature. If so they may “self-report” the activity to AIA.

¹³ AICPA have broad requirements regarding the types of educational activities that count toward mandatory continuing education. AICPA notes that credit can be achieved by formal programs or by other means, however measured, that is reasonable for maintaining professional competency in a particular area.

¹⁴ An eligible activity from AMA that was not officially allowed in other organizations is small group discussions.

¹⁵ ASLA is a membership organization of licensed landscape architects, thus states participating in mandatory continuing education determine the eligible activities. The data provided her is based on Kansas which was chosen as an average example of the 24 states currently mandating continuing education. However, eligible activities vary by state.

¹⁶ CIP has limits applied to Self-Directed activities (e.g. activities not generally organized and structured, like mentoring or committee work). Regular, active participation in a civic/professional committee or other volunteer role (such as mentoring) may earn a planner up to 3.0 Learning Units per committee/role per year to the collective maximum of 9.0 Self Directed LUs.

¹⁷ An eligible activity from IEDC that was not officially allowed in other organizations is proctoring or grading their CECD Exam.

¹⁸ IEDC allows conferences, workshops, lectures and seminars but generally not courses at universities or colleges.

¹⁹ PIA allows most eligible activities with the minor exception of certain workplace training. PIA only allows formal education, training from providers that they assess or by a recognized educational institution. Thus, workplace trainings may count depending on the provider, but in-house trainings would not.

²⁰ RTPI allows a wide variety of eligible activities for CPD, beyond that of the typical possibilities. For workplace training, activities that could fall within the daily work tasks (e.g. Sexual Harassment training) would not qualify, but GIS training would. There are no set credits assigned to volunteer service and it is subject to the same test as workplace activities.

²¹ RTPI stipulates that regular leadership functions within their organization would not be eligible, but special discussions (perhaps in a committee) of professional issues whether in an RTPI committee or other organization may be eligible if it meets needs identified in the individual’s Professional Development Plan.