



OPA MCE Provider Quick Review 2016-2018 Biennium (9/1/16 - 8/31/18)

Ethics/Cultural Competency/Professional Conduct *****Requirement – 4 hours*****

*The OPA-MCE 2016-2018 Approved Attendance Sheet is the only one that will be accepted and **must be filled out in full**. NO OTHER attendance sheets will be accepted. If your attendees don't sign it, you may enter their names and license numbers on it and send it in stating that you have their signatures on file. All questions **MUST** be answered or the form will be returned to you for completion.*

- *No cover letter or fax cover sheet is necessary. Fax Attendance Sheet only to 614-224-6702 OR email to mce@ohpsych.org OR mail to OPA-MCE, 395 East Broad Street #310, Columbus, OH 43215.*
- **The Attendance Sheets MUST include all of the following:**
 - ✓ **exact date of the course**
 - ✓ **exact number of hours (CE)**
 - ✓ **city and state where course took place**
 - ✓ **whether it is Ethics/Cultural Competency or not**
 - ✓ **whether it is a course, grand rounds or distance learning**
- *In cases where participants have the option of attending different components of a program for varying numbers of continuing education hours, each component must be reported as a separate course. A separate Attendance Sheet must be filled out for each component. *Note: Each of these different components counts as a separate course toward the 20 you are allowed with your initial payment. We will bill you at the end of the biennium for any courses over the allotted 20 prepaid.**
- *This is also the case when the same course is given on different dates or in different cities. Each of these counts as a separate course toward the 20 you are allowed.*
- *The **course presenter** may obtain credit for the course one time by signing the Attendance Sheet.*
- *Send Attendance Sheets **as soon as possible** after the course. Fines will be imposed for severely late notification.*
- *If you co-sponsor a course, you are responsible for submitting the appropriate forms to OPA-MCE. We won't accept forms or calls from anyone other than your designated Program Administrator.*
- *If your Administrator leaves, you must contact OPA-MCE so that the new person is trained properly and so that we can update our records with the current information.*
- *Indicate OPA-MCE provider status in brochures and on certificates of attendance by stating that you are an OPA-MCE Approved Provider and/or show your Provider Number.*
- *Your OPA-MCE Provider number is your tax ID# without the dash (-).*
- *To purchase mailing labels or electronic versions, fill out the Mailing Label Request Form at www.ohpsych.org and follow all instructions listed there.*
- **For Distance Learning** – *send in a Distance Learning Notification Form for each Distance Learning course you are planning to offer for psychology CE. We will assign a Course ID# to each. Then each quarter, send in a list of the psychologists who took the course, noting the exact date, title and course ID# along with their names and license numbers. *All distance learning courses will be dated the first day of the biennium – 9-1-2018.**
- **All provider forms, manuals, applications, etc. are on our Web site at www.ohpsych.org in the Providers Only section**

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******Ethics/Cultural Competency/Professional Conduct Requirement******

While psychologists still need only 23 total CE, now 4 of them must be in ethics/cultural competency or professional conduct. Any of the following are the criterion for approval of an ethics course by the OPA-MCE office that will fulfill **the four (4) hours of ethics/cultural competency/professional conduct now mandated** for license renewal. {amended ORC 4732.141 (2)}

1. Risk Management Issues
2. Confidentiality
3. Ethics of Supervision
4. Boundaries
5. HIPAA Requirements
6. Dual Relationships
7. Professional Impairment
8. Financial Ethics
9. Limits and Expansion of Competencies
10. Representation of Training and Credentialing
11. Specific Ethical Principles Listed in the APA Ethical Principles of Psychologists and Code of Conduct Manual
12. Ohio Rules of Professional Conduct, Section 4732.17
13. Regulatory Compliance
14. Cultural competency courses must build your knowledge, awareness, skills and capacity to identify, understand and respect the multiculturalism and the diversity, (the “aspects of identity stemming from race/ethnicity, gender, sexual orientation, disability, socio-economic status, religious/spiritual orientation and other cultural dimensions.”) that are the unique beliefs, values, customs, languages, abilities and traditions of all Ohioans.

On certificates, please state if a course is Ethics.

Advertise your courses for free on the OPA-MCE CALENDAR seen at www.ohpsych.org

All OPA-MCE Approved providers can advertise their courses for free on the MCE Calendar at www.ohpsych.org. This is one of the most visited pages on our website. Click on Providers Only. On the right side of the page, next to ‘License’ enter your tax ID# (OPA MCE Provider number) and your pin and click GO. On the left, click on Submit Event to the MCE Calendar. Enter the Title of the course then “ – city” i.e. “Dementia – Columbus”. On the first line of the description put the number of CE, i.e. 4 CE or 4 Ethics CE. Look at some courses on the MCE Calendar to see how to enter them. **You must enter EXACT Dates and Times.** This can’t be edited from our office, so if they are incorrect or incomplete, you will have to enter the entire course again.

Also on this page of the website, you can print out receipts and look at your list of courses.

**Ohio Psychological Association – Mandatory Continuing Education
395 East Broad Street #310 Columbus, OH 43215
Phone 888-672-6231 or 614-224-9620 Fax 614-224-6702**

- Email me with any questions at mce@ohpsych.org, or call 888-672-6231 or 614-224-9620 or fax me at 614-224-6702. Beth Wherley, Director of MCE