

General requirements

Option 1: Those who hold a designation of CPO™, CPOA™ or CPOT™, must earn a minimum of 18 hours in continuing education (CE) every three years and provide proof of this CE credit to the CPC by Nov. 1 of their renewal year. All CE credit hours submitted for recertification must have been attained by Oct. 31 of their renewal year and during the current three-year renewal cycle. Renewal dates are based on the year in which the current certification level was attained or the year in which the paraoptometric most recently renewed the current certification status. The renewal year may be found on the certificate or by viewing the CPC Directory of Certified Paraoptometrics.

Those holding a designation of CPOC™ must earn a minimum of nine hours of billing and coding related CE every three years and provide proof of this to the CPC by May 31 of their renewal year. All CE credit hours submitted for recertification must have been attained by May 31 of their renewal year and during the current three-year renewal period. Renewal dates are based on the year in which the certification level was attained or the year in which they most recently renewed their current certification. The renewal year may be found on the certificate or by viewing the CPC Directory of Certified Paraoptometrics.

Option 2: In lieu of providing proof of required CE hours, certified paraoptometrics may opt to recertify by applying, paying for and passing the examination of the next higher level of certification **prior to** the renewal date for their current designation.

Failure to meet all of the renewal requirements will result in loss of paraoptometric certification and CPC designation.