Veterinary Medical Board
BUSINESS, CONSUMER SERVICES AND HOUSING AGENCY • GAVIN NEWSOM, GOVERNOR
DEPARTMENT OF CONSUMER AFFAIRS • VETERINARY MEDICAL BOARD
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MEMORANDUM

DATE	January 4, 2021
TO	Veterinary Medical Board (Board)
FROM	Jessica Sieferman, Executive Officer
SUBJECT	**Agenda Item 7. Presentation from American Association of Veterinary State Boards (AAVSB) Regarding Registry of Approved Continuing Education (RACE) Program and New RACEtrack System – *Jessica Znidarsic, AAVSB***

Background

Veterinarians are statutorily required to complete 36 hours of continuing education (CE) every two years, and a one-hour CE on the judicious use of medically important antimicrobial drugs every four years. (Business and Professions Code (BPC) § 4846.5.) Registered veterinary technicians (RVTs) are required to complete 20 hours of CE every two years. (BPC § 4838; Cal. Code Regs, tit. 16, § 2086.2.) Both CE providers and courses must be "approved," as defined in the Veterinary Medicine Practice Act, and the CE must be obtained in subjects related to the practice of veterinary medicine and/or veterinary technology. The CE courses must be consistent with current standards and practices beyond the initial academic studies required for initial licensure or registration.

Licensees are required to sign their renewal notice under penalty of perjury stating that they have completed the requisite number of CE hours within the last two-year renewal period. Licensees are required to maintain CE completion documentation for no less than four years and, if audited, are required to provide that documentation to the Board upon request.

The Board verifies CE for licensees who are moving their license from inactive to active. Inactive licensees must submit proof of CE when they apply for an active license. The Board also conducts CE monitoring for probationers when CE courses are required terms of probation.

Historically, due to limited resources, CE audits were not conducted. However, in 2012, Board staff performed a CE audit, which showed the majority of licensees were in compliance. At that time, it was noted that the Board did not have the resources to adequately maintain a proactive CE audit program.

Recently, the lack of a comprehensive CE audit program has been identified as an issue by the California Senate Committee on Business, Professions and Economic Development and Assembly Committee on Business and Professions during their Joint Sunset Review of the Board. For the Board's 2021 Sunset review, the Board must report on its CE audit program and include information on implementation timelines and audit objectives.

New CE Audit Tool

To better monitor licensee CE completion, throughout 2020, the Board has been collaborating with the American Association of Veterinary State Boards (AAVSB) to utilize their new Registry of Approved Continuing Education (RACE) program and RACEtrack system, which launched in November 2020.

The RACEtrack system was designed to assist licensees with documenting their CE and provides a tool for regulatory agencies to automate CE audits, generate compliance reports, view unmet CE requirements, and provide a secure data center for this information.

AAVSB will provide the attached presentation to the Board and stakeholders during the January Board meeting.

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RACEtrack and the Member Board Suite

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Why RACEtrack?

The Board Suite

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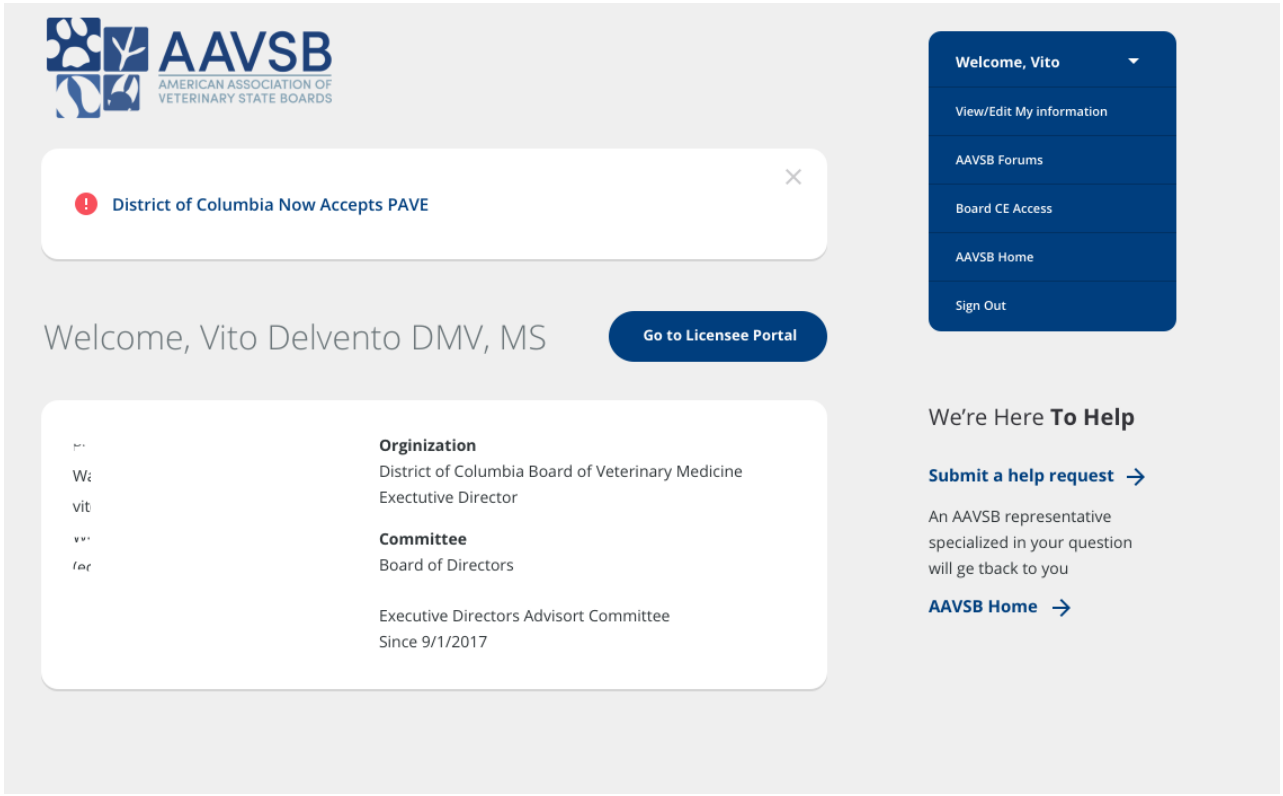

Each board office and designated staff user will have a secure account where they may perform CE audits, individual approvals, and more.

- Paperless communication between board staff and CE providers
- Approval queues with reminder messages to designated staff members
- Review flow where individual applications can be routed to other users
- Paperless history of provider requests, responses, approvals, course offerings, and CE data

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Licensee List

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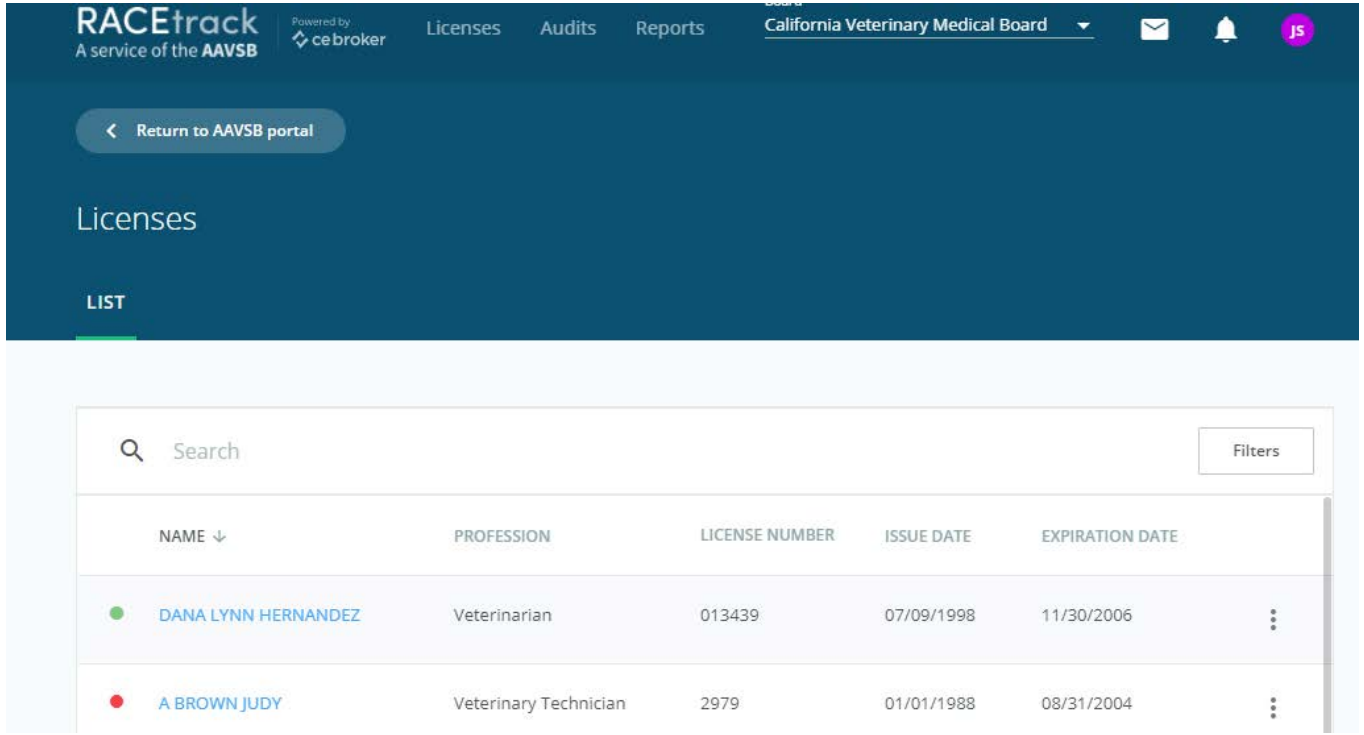
Auditing is simpler than ever. Quickly glance at a licensee's profile to decide whether or not to audit. Whether you are passing or failing them, you can handle communication and disciplinary action through CE Broker



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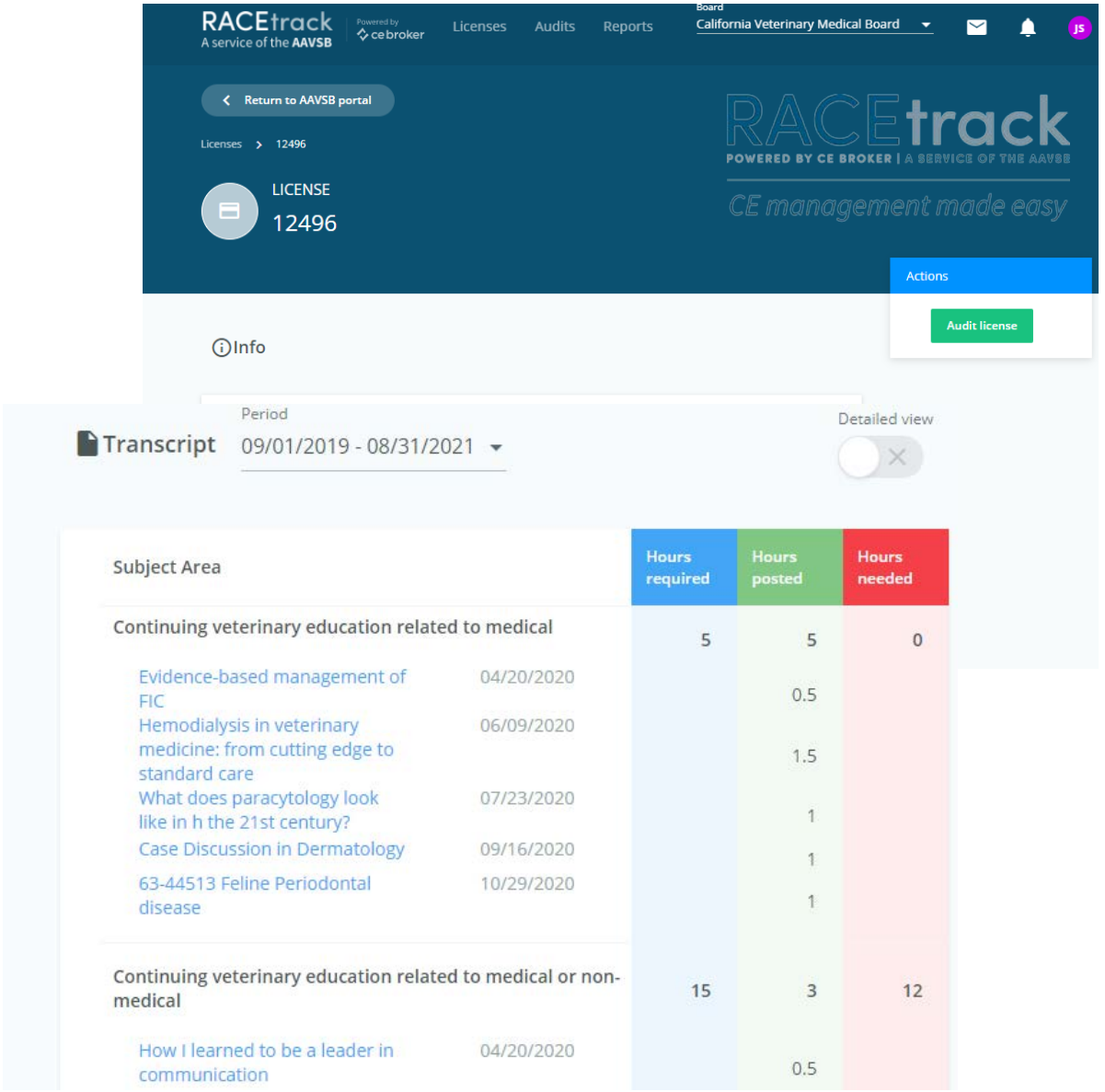
Access to Licensee Status

View Licensee status information



Board Suite – Filters

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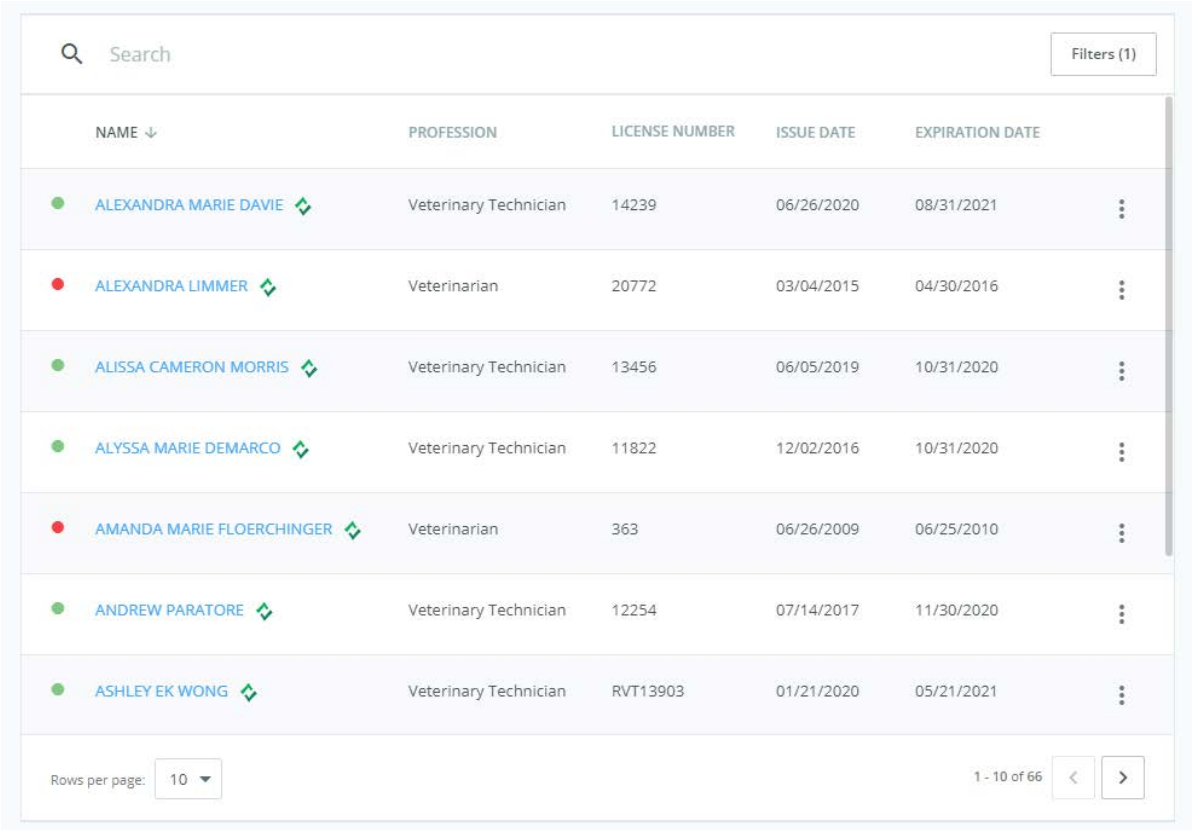
Indicators of expired and current licensees



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Board Suite – Filters

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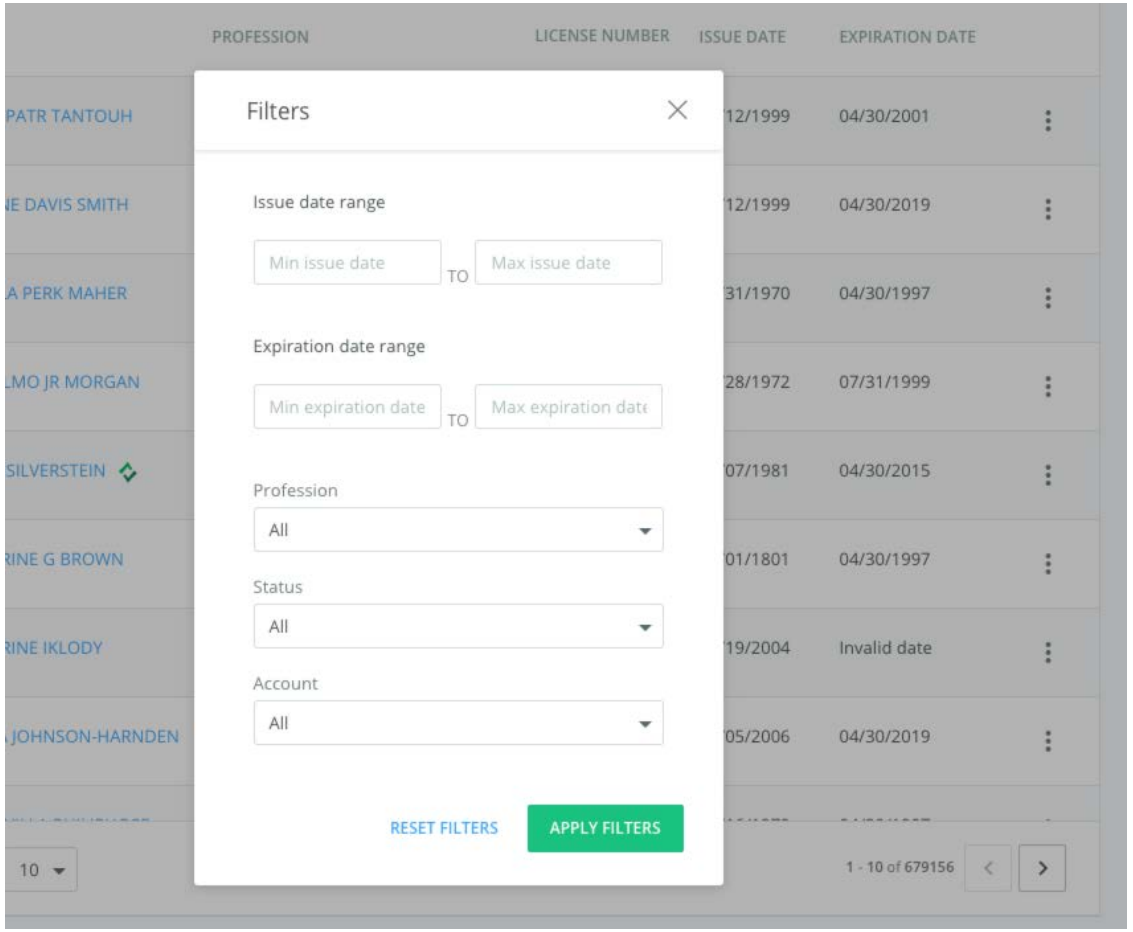
Select your search criteria



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Board Suite – Auditing Filters

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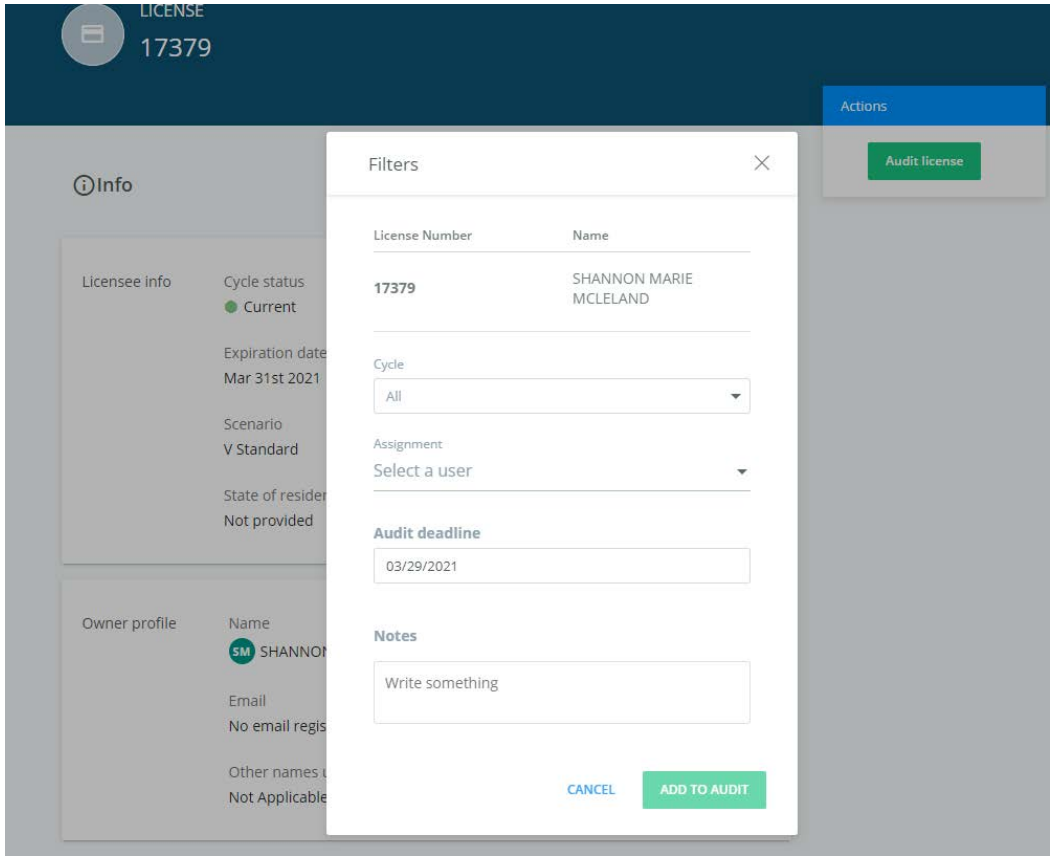
Apply various filters to specific licensees as well.



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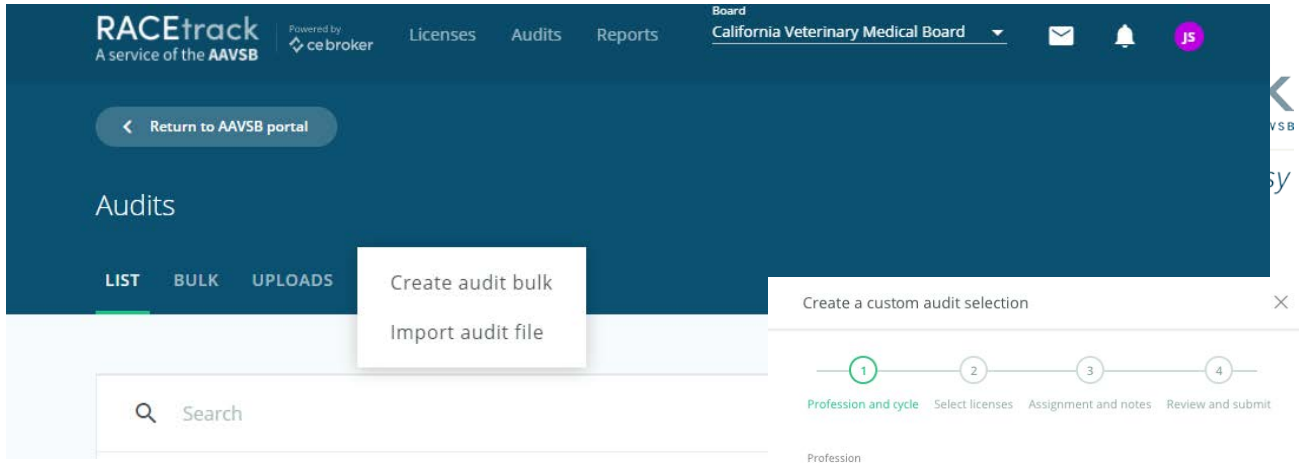
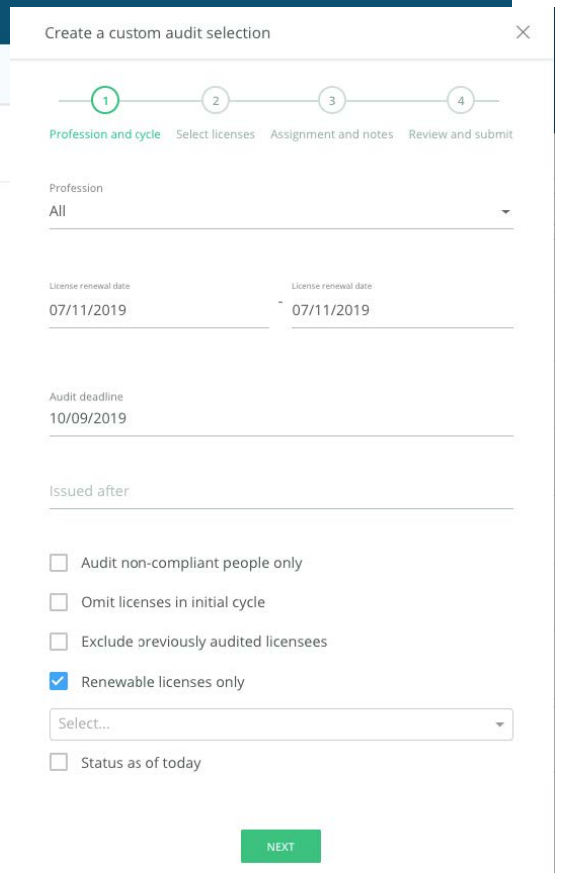
Create Bulk Audits or Import your Own Audit File

Within the Audit Dashboard you have the ability to create your own bulk audit or upload your own audit file. Our bulk audit creation allows you to filter the audit selections to meet your board's needs.



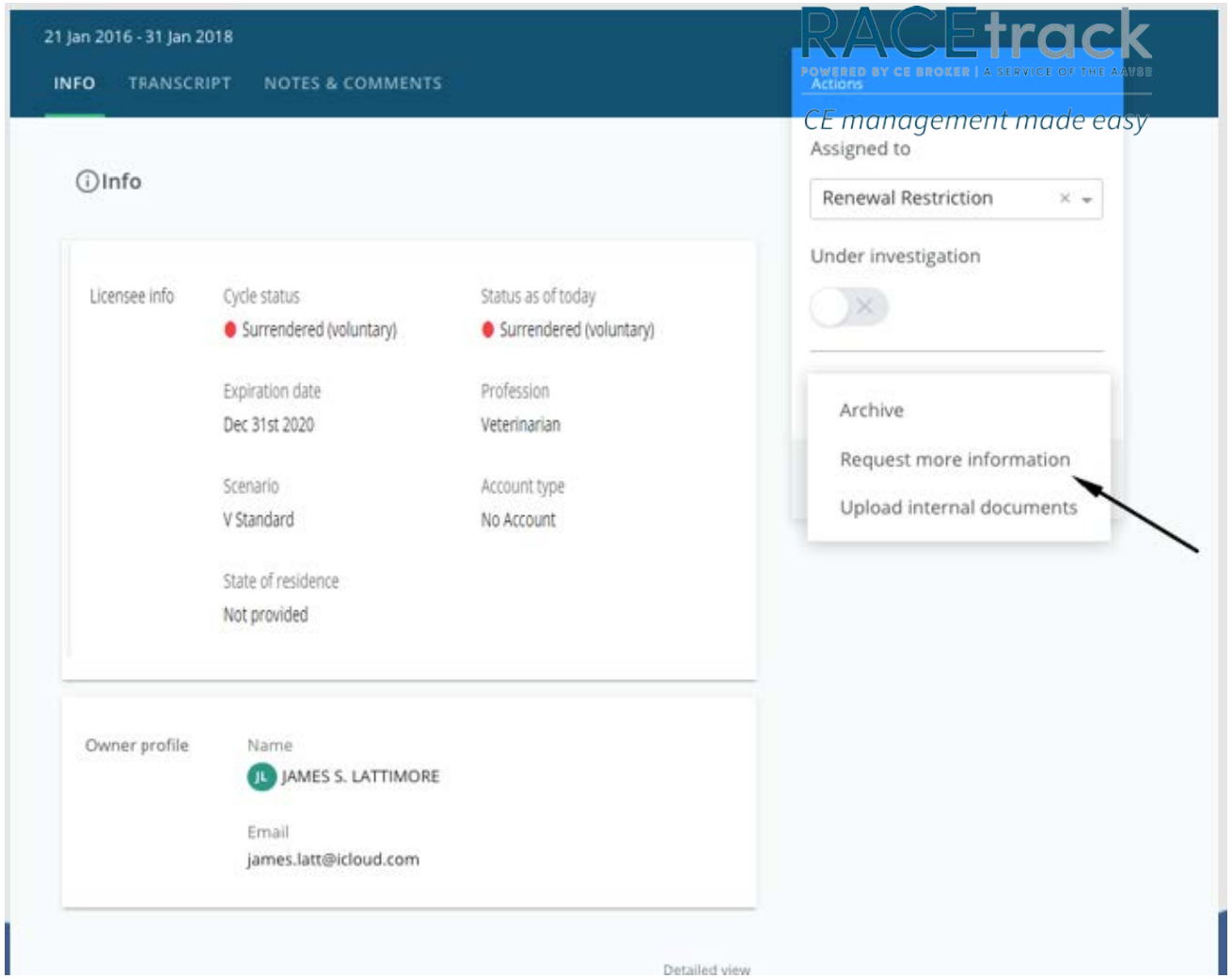
File format

	A	B	C	D	E	F
1	License Number	Profession Code	CE expiration Date	Audit Deadline	Assigned To	Notes
2	ZZ123	PY	6/30/18	6/27/18	Joe dow	nice audit
3	ZZ456	CF		6/27/18	Jane Doe	awesome way to audit
4	ZZ789	CF				
5						
6						
7						



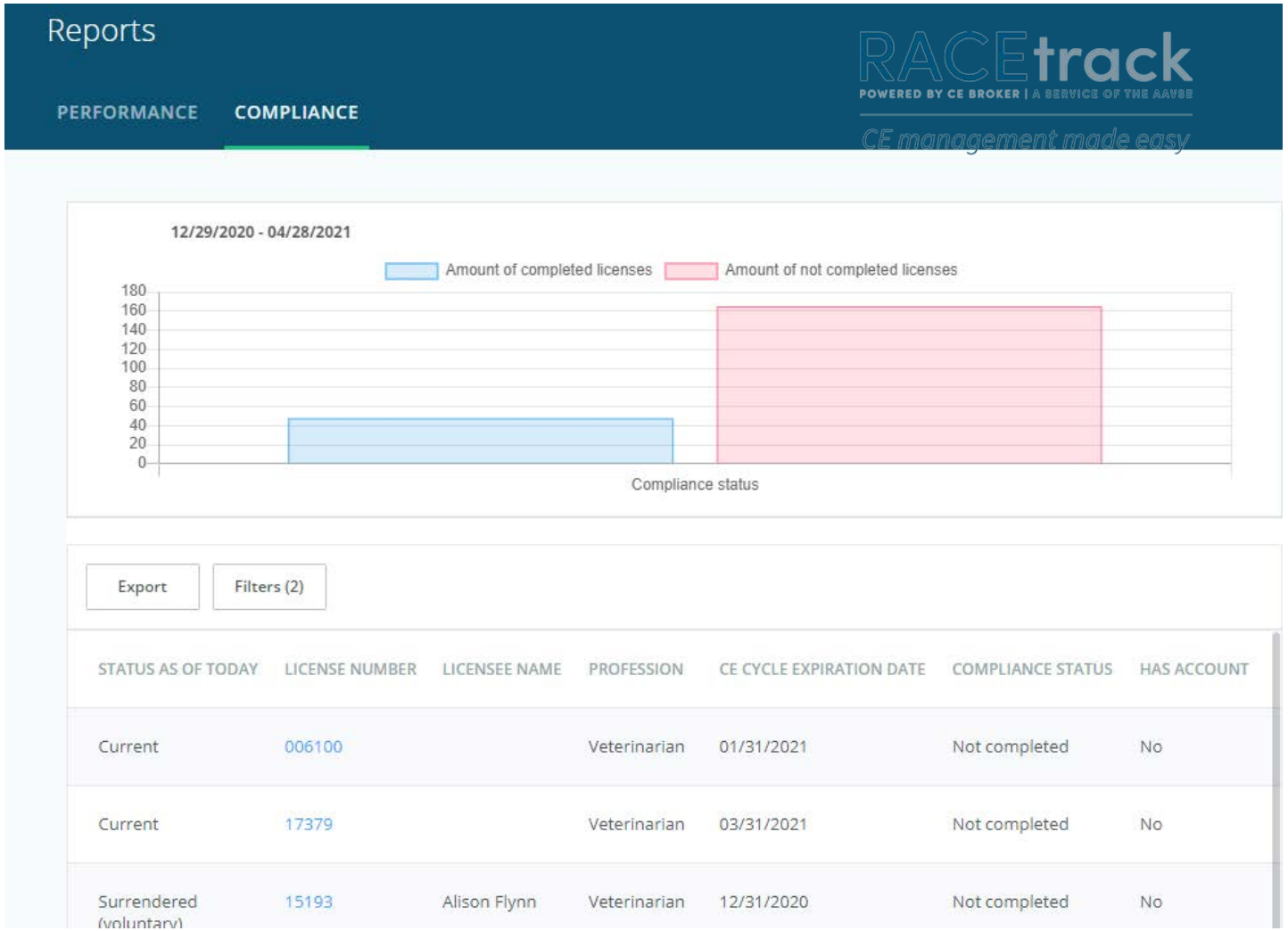
Ability to contact Licensee directly from Audit

Board staff can send licensees request for more information directly from the audit account. There is never a reason for a staff member to need to access another system to contact the licensee.

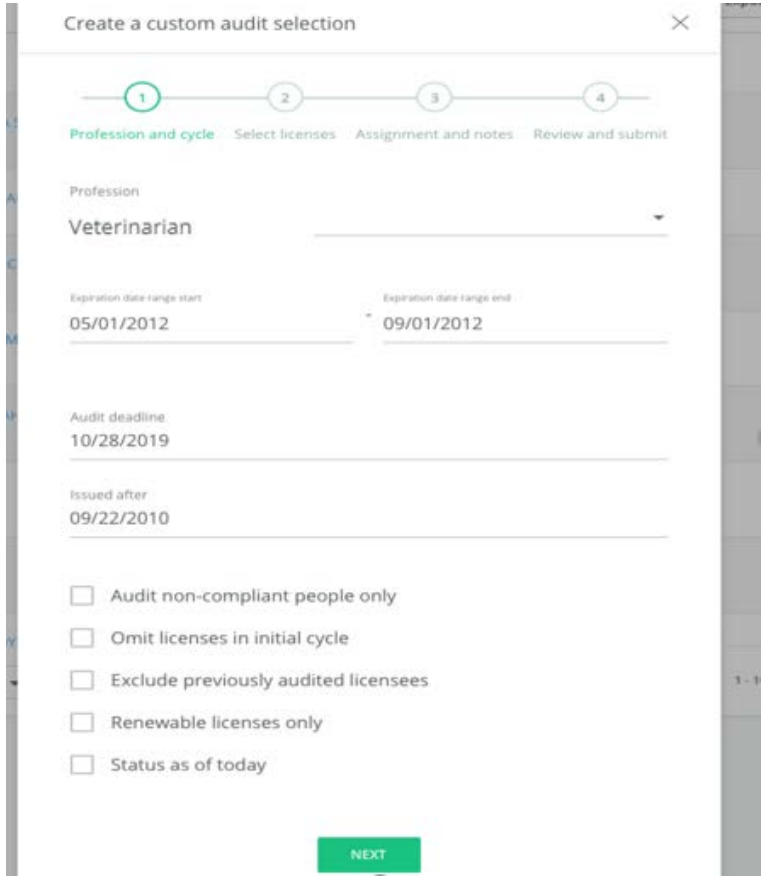


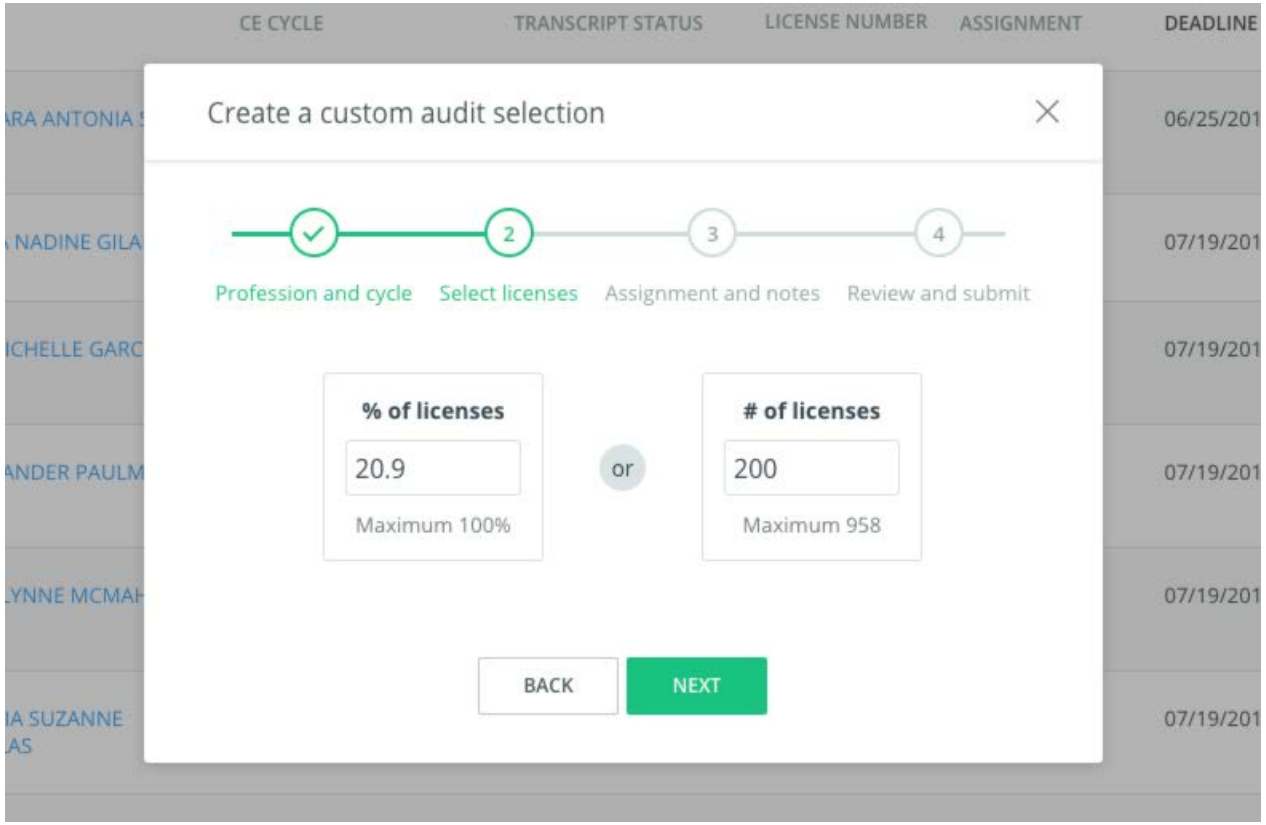
Compliance Reports

Run Compliance reports at anytime to see how many of your licensees have completed their compliance requirements.



Custom Reports





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Statutorily Approved Educational Providers

Provider and Course Applications

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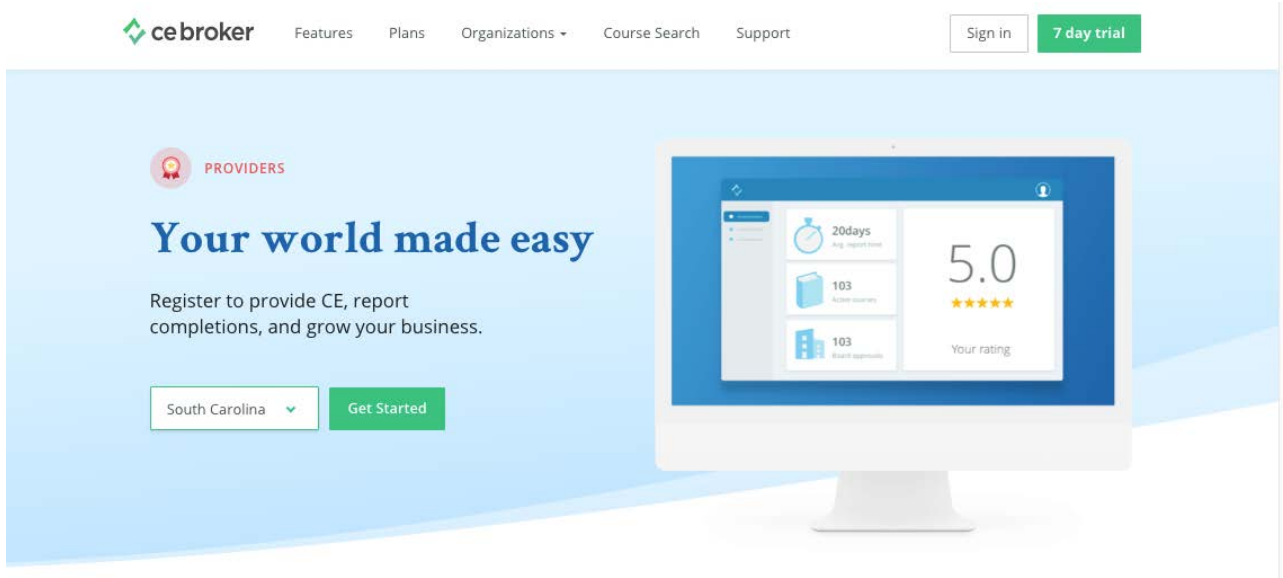
Educational Providers have the ability to apply to your board and submit courses for approval all in one place. They are then able to report licensee course completions directly into your licensees' accounts.



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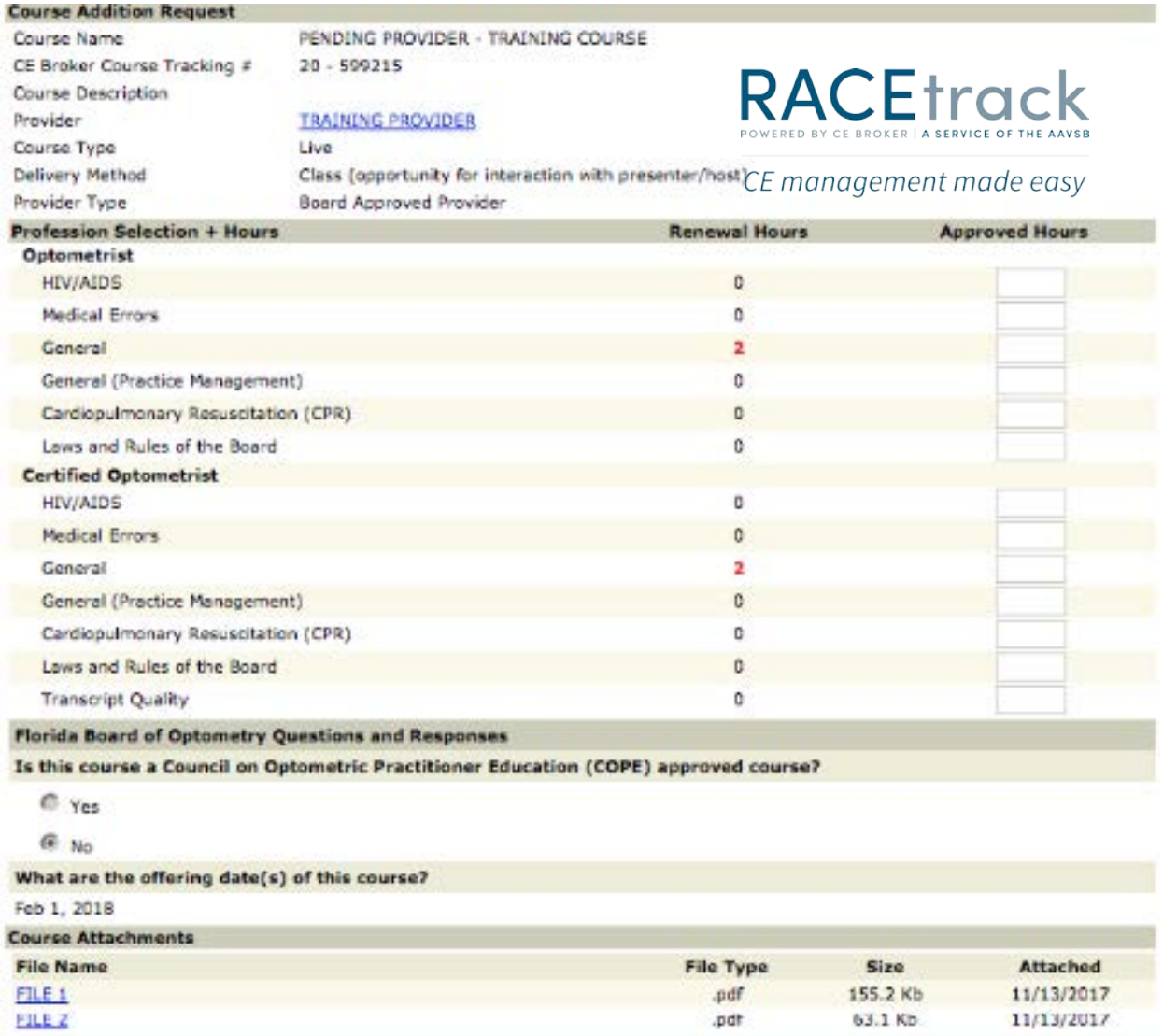
Easy Approvals

As a board you can review all the documentation a provider sends you, reach out to the provider for more information and make approvals all right in your Board account.



Course Addition Request

Course Name	PENDING PROVIDER - TRAINING COURSE
CE Broker Course Tracking #	20 - 509215
Course Description	
Provider	TRAINING PROVIDER
Course Type	Live
Delivery Method	Class (opportunity for interaction with presenter/host)
Provider Type	Board Approved Provider

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Profession Selection + Hours	Renewal Hours	Approved Hours
Optometrist		
HIV/AIDS	0	
Medical Errors	0	
General	2	
General (Practice Management)	0	
Cardiopulmonary Resuscitation (CPR)	0	
Laws and Rules of the Board	0	
Certified Optometrist		
HIV/AIDS	0	
Medical Errors	0	
General	2	
General (Practice Management)	0	
Cardiopulmonary Resuscitation (CPR)	0	
Laws and Rules of the Board	0	
Transcript Quality	0	

Florida Board of Optometry Questions and Responses

Is this course a Council on Optometric Practitioner Education (COPE) approved course?

- ○ Yes
- ◉ No

What are the offering date(s) of this course?

Feb 1, 2018

Course Attachments

File Name	File Type	Size	Attached
FILE 1	.pdf	155.2 Kb	11/13/2017
FILE 2	.pdf	63.1 Kb	11/13/2017

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RACEtrack for Licensees

Licensed Veterinarians and Technicians

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RACEtrack

RACEtrack allows you to record all your continuing education (CE) course work in a centralized database. RACEtrack provides an easy way for you to communicate your CE to your credentialing agencies. Also, agencies can retrieve your CE if they are authorized to do so through the AAVSB.

RACEtrack is a free program to veterinary professionals and the AAVSB Member Organizations. **Click here** for a list of jurisdictions that currently accept CE reports via email.

NEW! A Whole New Suite of CE Management Features

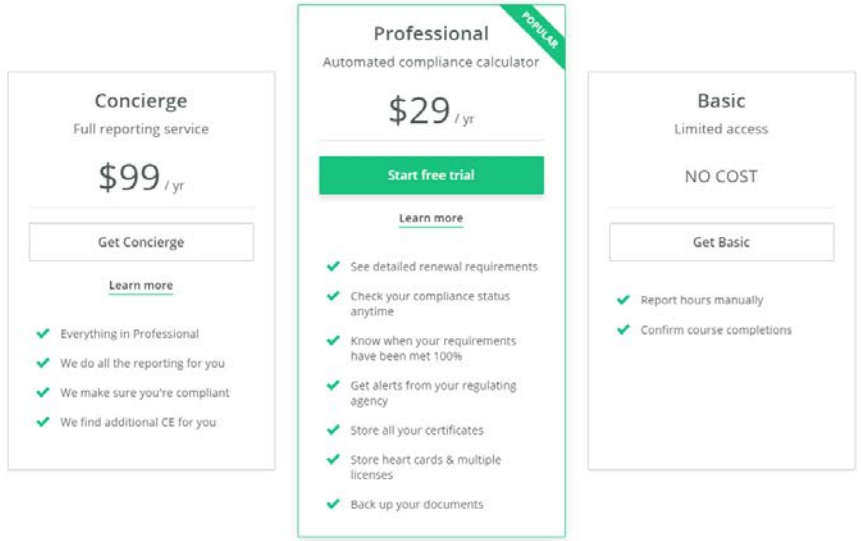
The AAVSB is partnering with CE Broker, the worldwide leader in continuing education tracking software, to enhance your ability to track your continuing education. Optional new features of your new RACEtrack powered by CE Broker account include:

- Digital File Storage
- Automatic CE Reminders
- Personal Account Manager
- Automatic CE attendance upload of RACE approved CE
- Customized course search specific to your licensees

Complete a Veterinary MyAAVSB Account

Complete a Veterinary Technician MyAAVSB Account

Sign in to your MyAAVSB account and start using RACEtrack



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Basic Account

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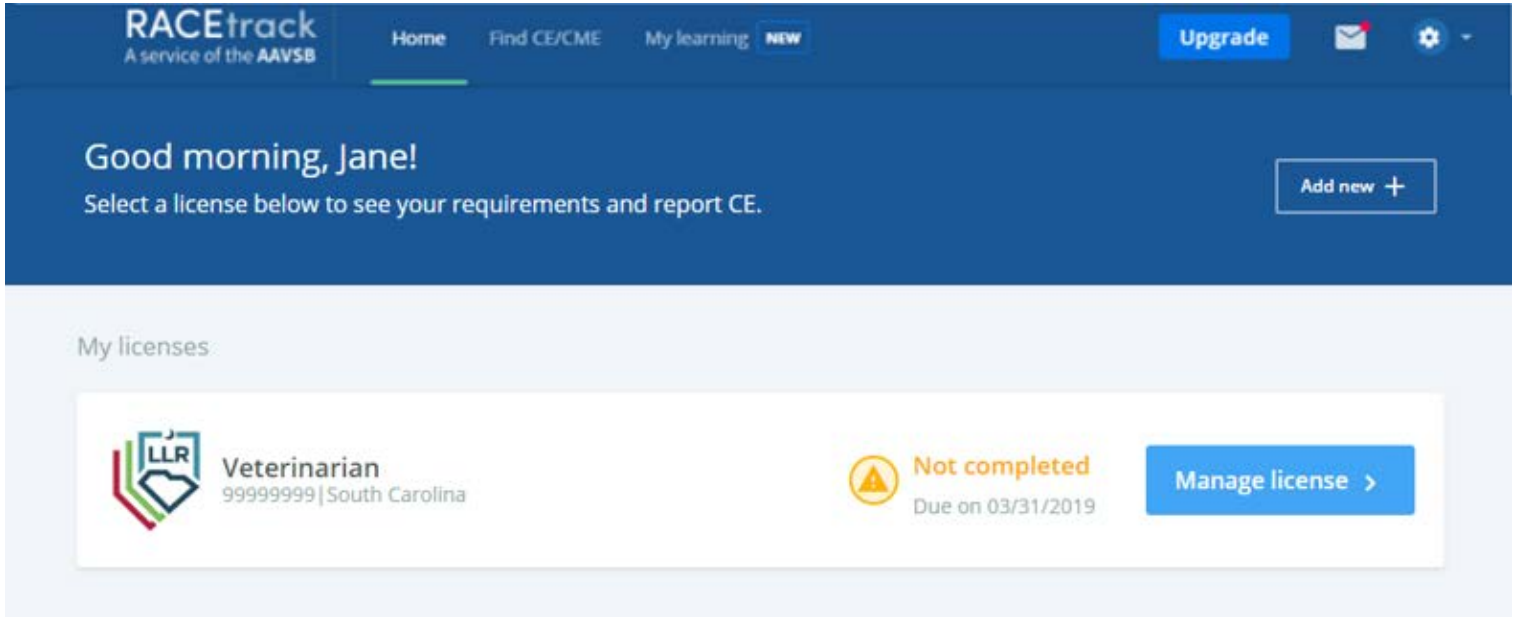
This Basic Account includes the ability to see their course history, report CE completions, upload documentation, find courses on the course search and contact our support center.

In addition, the Basic Account tells licensees when their renewal requirements have been met with a quick glance.



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Professional Account

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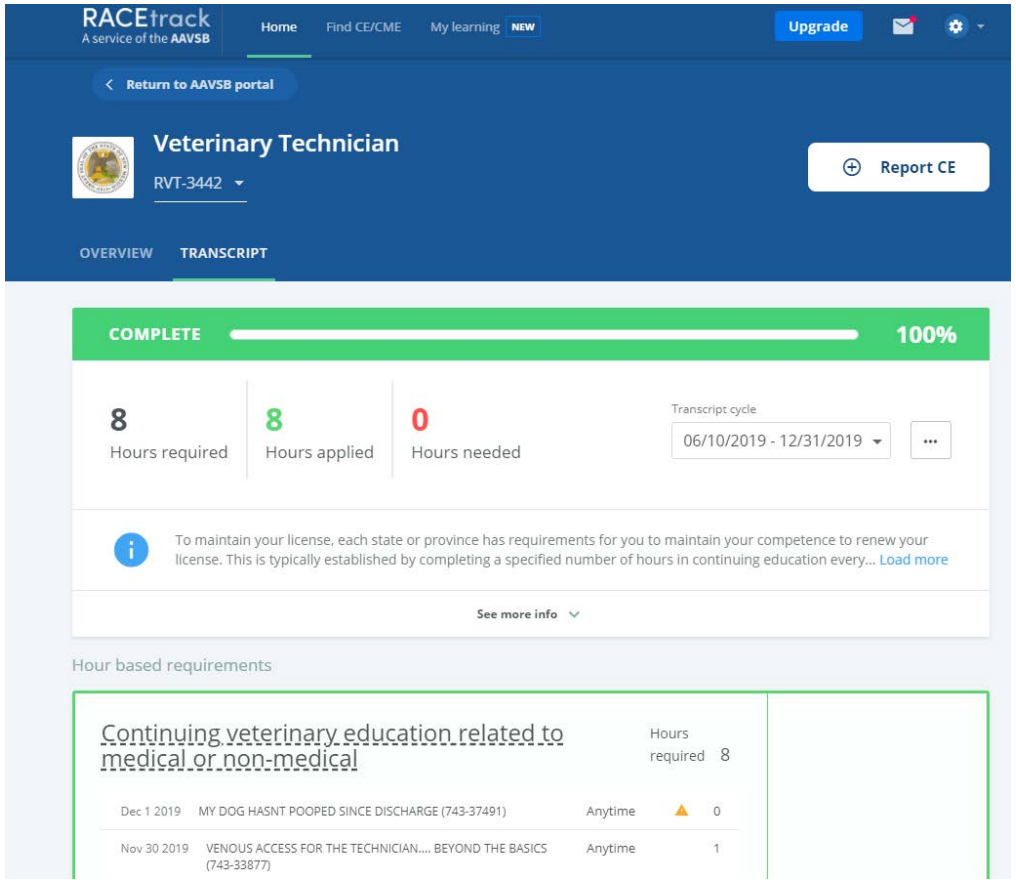
The optional Professional Account upgrade, gives the licensee their own personally, calculated transcript, showing their individual requirements in an easy-to-read checklist.

The transcript breaks down the CE into required, reported, and remaining CE for a license period.



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The Concierge Account

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The Concierge Account provides a much more hands-off experience for licensees.

The account holder is assigned
a dedicated Personal Reporting Assistant who will help them find the right CE, report the CE when they complete it, and follow up to make sure the licensee is ready to renew their license on time.

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Multiple licenses, one portal

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To make managing multiple licenses simply, RACEtrack can combine multiple licenses within one account. All licensee data will start through the AAVSB.org website as provided by licensing boards.

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Need assistance with our CE programs?

https://www.aavsb.org/ce-services/

race@aavsb.org

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