# Rules of
Department of Insurance, Financial Institutions and Professional Registration

## Division 2150—State Board of Registration for the Healing Arts

## Chapter 3—Licensing of Physical Therapists and Physical Therapist Assistants

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PURPOSE: This rule provides requirements to applicants desiring permanent licensure in Missouri to practice as professional physical therapists.

PUBLISHER’S NOTE: The secretary of state has determined that the publication of the entire text of the material which is incorporated by reference as a portion of this rule would be unduly cumbersome or expensive. This material as incorporated by reference in this rule shall be maintained by the agency at its headquarters and shall be made available to the public for inspection and copying at no more than the actual cost of reproduction. This note applies only to the reference material. The entire text of the rule is printed here.

(1) The applicant shall furnish satisfactory evidence as to his/her innocence of unprofessional or dishonorable conduct and good moral character including acceptable evidence that he/she is at least twenty-one (21) years of age.

(2) The applicant must furnish satisfactory evidence of completion of a program of physical therapy education approved as reputable by the board. If the applicant graduated on or before December 31, 2002, he/she must present evidence that his/her physical therapy degree is equivalent of a bachelor’s degree in physical therapy from a United States college or university. If the applicant graduated after December 31, 2002, he/she must present evidence that his/her physical therapy degree is equivalent in content to the first professional degree in physical therapy in the United States as defined by the Federation of State Boards of Physical Therapy (FSBPT) as defined in the Coursework Evaluation Tool for the Evaluation of Foreign Educated Physical Therapist (CET), dated May 2004, which is incorporated herein by reference as published by the FSBPT, or its successor agency, available upon request from this office or upon request from the FSBPT, 124 West Street South, Third Floor, Alexandria, VA 22314, (703) 299-3100. This rule does not incorporate any subsequent amendments or additions. An applicant who presents satisfactory evidence of graduation from a physical therapy program approved as reputable by the Commission on Accreditation in Physical Therapy Education, or its successor, shall be deemed to have complied with the education requirements of this section.

(3) All applicants shall have official transcripts, with the school seal affixed, submitted from each and every college or university attended, confirming the courses taken towards their physical therapy degree, grade received per course, degree(s) awarded, and date degree(s) awarded.

(4) All applicants shall submit a copy of any and all legal name change documents incurred since birth.

(5) All applicants shall have licensure, registration, or certification verification submitted from every jurisdiction in which he/she has ever held privileges to practice as a physical therapist or physical therapist assistant. This verification must be submitted directly from the licensing agency and include the type of license, registration, or certification, the issue and expiration date, and information concerning any disciplinary or investigative actions. If a licensing agency refuses or fails to provide a verification, the board may consider other evidence of licensure.

(6) All applicants shall submit an activities statement documenting all employment, professional and nonprofessional activities, from high school graduation to the date of licensure application, or for the last ten (10) years, whichever is the most recent.

(7) All applicants shall take and pass a test administered by the board on the laws and rules related to the practice of physical therapy in Missouri. A minimum score of seventy-five percent (75%) is required to pass the examination.

(8) If the applicant is from a country in which the predominant language is not English, the applicant must provide the board with documentation of the following directly from the Educational Testing Service (ETS):

(A) A current Test of English as a Foreign Language (TOEFL) Certificate in which the applicant has obtained a total score of 220 and a current Test of Spoken English (TSE) Certificate in which the applicant has obtained a minimum score of 50; or

(B) A current TOEFL computer-based testing certificate in which the applicant has obtained a total score of 220 and a current Test of Spoken English (TSE) Certificate in which the applicant has obtained a minimum score of 50; or

(C) A current TOEFL Internet-based testing (TOEFL iBT) certificate in which the applicant has obtained a minimum of the following in each section: Writing 24, Speaking 26, Reading Comprehension 21, Listening Comprehension 18, and a total score of 89.

(9) An internationally-trained physical therapist applying for licensure shall present proof that he/she is licensed as a physical therapist in the country in which he/she graduated.


20 CSR 2150-3.020 Application Forms—Physical Therapists

PURPOSE: This rule provides instructions for filing applications in the office of the State Board of Registration for the Healing Arts requesting permanent licensure as professional physical therapists in Missouri.

(1) The applicant is required to make application upon a form prepared by the board.
(2) No application will be considered unless fully and completely made out on the specified form, properly attested, and submitted with the required application fee.

(3) An applicant shall present with the application at least one (1) recent photograph in a size not larger than three and one-half inches by five inches (3 1/2" x 5").

(4) Applications shall be sent to the executive director of the State Board of Registration for the Healing Arts, PO Box 4, Jefferson City, MO 65102.

(5) The board shall charge each person applying for licensure to practice as a professional physical therapist, either by examination or reciprocity, an appropriate fee established by the board.

(6) In all instances where the board, by rule or in the application form, has provided that it will accept copies in lieu of an original document, the applicant shall provide copies notarized by a notary public to verify that those copies are true and correct copies of the original document. The board will not recognize foreign notaries. The board shall accept the notarization of a United States consul.

(7) An applicant may withdraw his/her application for licensure anytime prior to the board’s vote on his/her candidacy for licensure. In the event that an applicant withdraws his/her application, the appropriate fee established by the board will be retained.

(8) In all instances where a signature of the applicant is required, this signature must be an original signature.


**State Board of Registration for the Healing Arts of Missouri v. De Vore:** 517 SW2d 480 (Mo. App. 1975). Administrative Hearing Commission Act, section 167.252, RSMo (1969) repealed the former authority of the board to conduct evidentiary hearings on the qualifications of applicants for licensure.

**20 CSR 2150-3.030 Examination—Physical Therapists**

**PURPOSE:** This rule provides specific instructions to applicants regarding examination procedures.

(1) The applicant shall—

(A) Meet all requirements as set forth in 20 CSR 2150-3.010;

(B) Make application with the board; and

(C) Register with the Federation of State Boards of Physical Therapy (FSBPT) to sit for the licensing examination.

(2) To receive a passing score on the examination, the applicant must achieve the criterion-referenced passing point recommended by the FSBPT. This passing point will be set equal to a scaled score of 600 based on a scale of 200 to 800. Scores from a portion of an examination taken at one (1) test administration may not be averaged with scores from any other portion of the examination taken at another test administration to achieve a passing score.


**20 CSR 2150-3.050 Temporary Licenses—Physical Therapists**

**PURPOSE:** This rule provides information to the applicant regarding the requirements for temporary licenses.

(1) Upon proper application, the State Board of Registration for the Healing Arts may recommend for licensure without examination legally qualified persons who—

(A) Possess an active license in any state or territory of the United States or the District of Columbia authorizing them to practice in the same manner and to the same extent as professional physical therapists are authorized to practice by this act if the applicant has been successfully examined by any professional board considered competent by the State Board of Registration for the Healing Arts;

(B) Have received examination scores equivalent to those set forth in 20 CSR 2150-3.030; and

(C) Have fulfilled all the scholastic and other requirements for licensure in Missouri.

(2) Applicants for licensure by reciprocity may be required to appear before the board in person.


**20 CSR 2150-3.040 Licensing by Reciprocity—Physical Therapists**

**PURPOSE:** This rule provides information to those applicants applying for licensure as professional physical therapists by reciprocity.
(2) A temporary license will not be issued to an applicant who has failed the Missouri licensure examination or a licensure examination in any jurisdiction.

(3) Immediate family member is defined as a relative within the fourth degree of consanguinity or affinity, or of a person with whom he or she cohabits.

(A) First degree: spouse, child, parents;
(B) Second degree: grandchild, brother/sister, grandparents;
(C) Third degree: great-grandchild, niece or nephew, aunt or uncle, great-grandparents; and
(D) Fourth degree: great-great-grandchild, great-niece or grandnephew, first cousin, grandaunt or granduncle, great-great-grandparents.

(4) If the temporary licensee passes the examination within ninety (90) days of issuance of the temporary license, the temporary license shall remain valid until a permanent license is issued or denied.

(5) The temporary license shall automatically become invalid if one (1) of the following occurs:
(A) The temporary licensee fails the examination;
(B) The temporary licensee does not sit for the examination;
(C) The temporary licensee withdraws from the sitting for the examination;
(D) The board is notified by the supervising physical therapist that the temporary licensee’s employment has ceased; or
(E) At the end of ninety (90) days of issuance of the temporary license.

(6) The temporary licensee may practice only under the supervision of a licensed physical therapist. Supervision shall include:
(A) Continual verbal and written contact;
(B) On-site contact every two (2) weeks; and
(C) If the supervising physical therapist determines that the temporary licensee needs additional supervision, that additional supervision shall occur on a weekly basis.

(7) The supervising physical therapist is required to report any inappropriate conduct or patient care to the board within three (3) business days.

20 CSR 2150-3.053 Temporary Licenses for Reinstatement of an Inactive License—Physical Therapists

PURPOSE: This rule provides the requirements physical therapists must follow to request inactive status.

(1) A temporary license may be issued to an applicant applying for reinstatement of an inactive license who—
(A) Submits an agreement to supervise form signed by the applicant’s supervising physical therapist; and
(B) Submits a notarized statement from the supervising physical therapist stating that they are not an immediate family member of the applicant and that they have been involved in active clinical practice in the state of Missouri for a minimum of one (1) year.

(2) Immediate family member is defined as a relative within the fourth degree of consanguinity or affinity, or of a person with whom he or she cohabits.

(A) First degree: spouse, child, parents;
(B) Second degree: grandchild, brother/sister, grandparents;
(C) Third degree: great-grandchild, niece or nephew, aunt or uncle, great-grandparents; and
(D) Fourth degree: great-great-grandchild, great-niece or grandnephew, first cousin, grandaunt or granduncle, great-great-grandparents.

(3) The temporary license shall automatically become invalid if one (1) of the following occurs:
(A) The board is notified by the supervising physical therapist that the temporary licensee’s employment has ceased; or
(B) At the end of one (1) year of issuance of the temporary license.

(4) The temporary licensee may practice only under the supervision of a licensed physical therapist. Supervision shall include:
(A) Continual verbal and written contact;
(B) On-site contact every two (2) weeks; and
(C) If the supervising physical therapist determines that the temporary licensee needs additional supervision, that additional supervision shall occur on a weekly basis.

(5) The supervising physical therapist is required to report any inappropriate conduct or patient care to the board within three (3) business days.


20 CSR 2150-3.055 Inactive License—Physical Therapists

PURPOSE: This rule provides the requirements physical therapists must follow to request inactive status.

(1) Licensees shall make application for an inactive license upon a form prepared by the board.

(2) No application will be considered unless fully and completely made out on the specified form and properly attested.

(3) All applications shall be sent to the Missouri State Board of Registration for the Healing Arts, PO Box 4, Jefferson City, MO 65102.

(4) To be eligible for an inactive license, licensee must hold a current and active license to practice as a physical therapist in the state of Missouri and shall not be under investigation by the board or involved in pending disciplinary proceedings.


20 CSR 2150-3.057 Reinstatement of an Inactive License—Physical Therapists

PURPOSE: This rule specifies the requirements physical therapists must follow to request reinstatement of a license that has been inactive.

(1) All applicants shall make application for reinstatement of an inactive license upon a form prepared by the board.

(2) No application will be considered unless fully and completely made out on the specified form and properly attested.

(3) All applications shall be sent to the Missouri State Board of Registration for the Healing Arts, PO Box 4, Jefferson City, MO 65102.

(4) All applicants for reinstatement of an inactive license must submit a fee as specified in 20 CSR 2150-3.080.

(5) No application will be processed prior to the submission of the required fee in the appropriate form.

(6) All applicants must submit an activity statement documenting all employment and professional and nonprofessional activities since the date the license was placed on inactive status.

(7) All applicants shall have licensure, registration, or certification verification submitted from every jurisdiction in which the applicant has ever held privileges to practice as a physical therapist. This verification must be submitted directly from the licensing agency and include the type of license, registration, or certification, the issue and expiration date, and information concerning any disciplinary or investigative actions. If a licensing agency refuses or fails to provide verification, the board may consider other evidence of licensure.

(8) An applicant for reinstatement of an inactive license, who has not actively practiced as a physical therapist in another jurisdiction throughout the period their Missouri license was inactive, shall submit upon request any documentation requested by the board necessary to verify that the applicant is competent to practice in Missouri. Such documentation may include sixty (60) hours of continuing education obtained within the four (4) years immediately preceding the issuance of the license and/or one (1) year of supervised practice and/or successful completion of the National Physical Therapy Examination. Any continuing education obtained pursuant to reissuance of a license shall be completely separate from continuing education that was previously counted towards mandatory continuing education when the applicant was previously licensed.


20 CSR 2150-3.060 Biennial Registration

PURPOSE: This rule provides information to professional physical therapists permanently licensed in Missouri regarding biennial registration.

(1) Each applicant shall renew the registration with the board upon a form furnished by the board before January 31 of the year the license is due for renewal.

(2) Renewal forms postmarked by the post office February 1 or after will be considered delinquent, however, should January 31 fall on a Saturday, Sunday, or legal holiday, renewal forms postmarked by the post office on the next business day will not be considered delinquent.

(3) The failure to provide the application form or the failure to receive the renewal application form does not relieve any licensee of the duty to renew the license and pay the renewal fee, nor shall it exempt any licensee from the penalties provided in sections 334.500 to 334.620, RSMo, for failure to renew.

(4) Prior to renewal of the license, licensees may be required to take and pass a test administered by the board on the laws and rules related to the practice of physical therapy in Missouri. A minimum score of seventy-five percent (75%) is required to pass the examination.


20 CSR 2150-3.063 Physical Therapist Late Registration

PURPOSE: This rule provides the requirements physical therapists must follow to request renewal of a license which has lapsed for more than six (6) months.

(1) All licensees whose registration has lapsed for six (6) months or more shall make application for late registration upon a form prepared by the board.

(2) No application will be considered unless fully and completely made out on the specified form and properly attested.

(3) All licensees must provide, on the application form, a recent photograph, in size no larger than three and one-half inches by five inches (3 1/2" × 5").

(4) All applications shall be sent to the Missouri State Board of Registration for the Healing Arts, PO Box 4, Jefferson City, MO 65102.

(5) All applicants for late registration must submit the renewal fee along with the delinquent fee established by the board.

(6) No application will be processed prior to the submission of the required fee in the appropriate form.

(7) All applicants must submit an activities statement documenting all employment, professional and nonprofessional activities, since the date the license lapsed.

(8) All applicants shall have licensure, registration, or certification verification submitted from every jurisdiction in which the applicant has ever held privileges to practice as a physical therapist or physical therapist assistant. This verification must be submitted directly from the licensing agency and include the type of license, registration, or certification, the issue and expiration date, and information concerning any disciplinary or investigative actions.
20 CSR 2150-3.070 Endorsement of Professional Physical Therapists

PURPOSE: This rule provides advice regarding endorsements.

(1) The Missouri license of a professional physical therapist may be endorsed to another state after payment of an appropriate fee established by the board.


20 CSR 2150-3.080 Fees

PURPOSE: This rule establishes the various fees which the State Board of Registration for the Healing Arts is authorized to collect in administering Chapter 334, RSMo. Under the provisions of Chapter 334, RSMo, the board is directed to set by rule the amount of fees which Chapter 334, RSMo authorizes not to exceed the cost and expense of administering Chapter 334, RSMo.

(1) The following fees are established by the State Board of Registration for the Healing Arts, and are payable in the form of a cashier’s check or money order:
   (A) Licensure by Examination Fee $50
   (B) Reciprocity License Fee $50
   (C) Temporary License Fee $10
   (D) Renewal of Certificate of Registration Fee (personal checks acceptable) $50
   (E) Delinquency Fee (failure to timely file application for renewal of certificate of registration) $20
   (F) Fee for obtaining endorsement of board scores $25
   (G) Continuing Education Extension Fee (personal checks acceptable) $50
   (H) Reinstatement of an Inactive License Fee $50
   (I) Returned Check Fee $25

(2) All fees are nonrefundable.

(3) All fees shall be drawn on a United States bank.

(4) The provisions of this rule are declared severable. If any fee fixed by this rule is held invalid by a court of competent jurisdiction or by the Administrative Hearing Commission, the remaining provisions of this rule shall remain in full force and effect, unless otherwise determined by a court of competent jurisdiction or by the Administrative Hearing Commission.


20 CSR 2150-3.085 Determination of Competency

PURPOSE: Due to the passage of Senate Bill 788, this rule complies with the provisions of section 334.613.2(24), RSMo, and specifies the procedures to be followed under this statute in determining competency.

(1) Whenever the board has reason to believe that a physical therapist or physical therapist assistant is unable to practice with reasonable skill and safety due to reasons of incompetence, illness, drunkenness, excessive use of drugs, narcotics, chemicals, or as a result of any mental or physical condition, the board may hold a hearing to determine whether probable cause exists to reexamine to establish competency, to examine a pattern and practice of professional conduct, or to examine to determine mental or physical competency, or both.
20 CSR 2150-3.090 Physical Therapist Assistants—Direction, Delegation, and Supervision

**PURPOSE:** The rule provides information regarding supervision of physical therapist assistants by licensed physical therapists.

(1) A licensed physical therapist must direct and supervise a physical therapist assistant at all times. The licensed physical therapist holds responsibility of supervision of the physical therapy treatment program. The following responsibilities are maintained by the licensed physical therapist:

(A) Interpretation of referrals;

(B) Initial evaluation and problem identification;

(C) Development or modification of a plan of care which includes the physical therapy treatment goals;

(D) Determination of which tasks require the expertise and decision making capacity of the physical therapist, and must be personally rendered by the physical therapist and which tasks may be delegated to the physical therapist assistant;

(E) Delegation and instruction of the services to be rendered by the physical therapist assistant, including specific treatment programs, precautions, special problems, or contraindicated procedures;

(F) Timely review of treatment documentation, reevaluation of the patient and patient’s treatment goals, at least every thirty (30) days and revision of the plan of care when indicated; and

(G) A physical therapist’s responsibility for patient care and management shall include accurate documentation and billing of the services provided.

(2) The number of physical therapist assistants that a licensed physical therapist can supervise should not exceed four (4) full-time equivalent physical therapist assistants and shall be predicated on the following factors: the complexity and acuity of the patient’s needs, proximity and accessibility to the physical therapist.

(3) When supervising the physical therapist assistant, the following requirements must be maintained:

(A) The initial visit, evaluation, and treatment plan must be made by a licensed physical therapist;

(B) There must be regularly scheduled reassessments of patients by the physical therapist at least every thirty (30) days;

(C) There must be conferences with the physical therapist assistant regarding patients, at least weekly or more often, as determined by the complexity and acuity of the patient’s needs. Evidence of conferences with the physical therapist assistant needs to be documented at least every thirty (30) days;

(D) A licensed physical therapist must be accessible by telecommunication to the physical therapist assistant at all times while the physical therapist assistant is treating patients; and

(E) A supervisory visit should include: an on-site reassessment of the patient, on-site review of the plan of care with appropriate revision or termination, and assessment for the utilization of outside resources. On-site shall be defined as wherever it is required to have an on-site licensed physical therapist to provide services.


20 CSR 2150-3.100 Applications for License as Physical Therapist Assistant

**PURPOSE:** This rule provides instructions for filing an application for licensure as a physical therapist assistant.

(1) All applicants are required to make application upon a form prepared by the board.

(2) No application will be considered unless fully and completely made out on the specified form and properly attested.

(3) All applicants must provide, on the application form, a recent photograph, in size no larger than three and one-half inches by five inches (3 1/2" × 5").

(4) Applications shall be sent to the Missouri State Board of Registration for the Healing Arts, PO Box 4, Jefferson City, MO 65102.

(5) The board shall charge each person applying for licensure to practice as a physical therapist assistant, either by examination, reciprocity, or without examination prior to the expiration of the grandfather clause, an appropriate fee established by the board.

(6) No application will be processed prior to the submission of the required application fee in the appropriate form.

(7) An applicant may withdraw his/her application for licensure anytime prior to the board’s vote on his/her candidacy for licensure. In the event that an applicant withdraws his/her application, the appropriate fee established by the board will be retained.

(8) In all instances where a signature of the applicant is required, this signature must be an original signature.

(9) All applicants shall take and pass a test administered by the board on the laws and rules related to the practice of physical therapy in Missouri. A minimum score of seventy-five percent (75%) is required to pass the examination.


Chapter 3—Licensing of Physical Therapists and Physical Therapist Assistants

20 CSR 2150-3.110 Physical Therapist Assistant Requirements for Licensing by Examination

PURPOSE: This rule provides the instructions for physical therapist assistants applying for licensure by examination.

(1) All applicants must be at least nineteen (19) years of age.

(2) The applicant must make application to the board and register with the Federation of State Boards of Physical Therapy (FSBPT) to sit for the licensing examination.

(3) All applicants shall furnish satisfactory evidence as to their good moral character, educational qualifications, and professional history.

(4) All applicants shall have official transcripts, with the school seal affixed, submitted from each and every college or university attended, confirming the courses taken towards their associate degree program in physical therapist assistant, grade received per course, degree(s) awarded, and date degree(s) awarded.

(5) All applicants must submit a copy of any and all legal name change documents incurred since birth.

(6) All applicants shall have licensure, registration, or certification verification submitted from every jurisdiction in which the applicant has ever held privileges to practice as a physical therapist or physical therapist assistant. This verification must be submitted directly from the licensing agency and include the type of license, registration, or certification, the issue and expiration date, and information concerning any disciplinary or investigative actions. If a licensing agency refuses or fails to provide verification, the board may consider other evidence of licensure.

(7) All applicants must submit an activities statement documenting all employment and professional and nonprofessional activities, from high school graduation to the date of licensure application, or for the last ten (10) years, whichever is the most recent.

(8) To receive a passing score on the examination, the applicant must achieve the criteria on referenced passing point recommended by the FSBPT. This passing point will be set equal to a scaled score of six hundred (600) based on a scale of two hundred (200) to eight hundred (800). Scores from a portion of an examination taken at one (1) administration may not be averaged with scores from any other portion of the examination taken at another test administration to achieve a passing score.


20 CSR 2150-3.120 Physical Therapist Assistant Reciprocity Applicants

PURPOSE: This rule provides the requirements and instructions for physical therapist assistants applying for licensure by reciprocity.

(1) All applicants must be at least nineteen (19) years of age.

(2) All applicants shall furnish satisfactory evidence as to their good moral character, educational qualifications, and professional history.

(3) Applicants licensed, registered, or certified to practice in any other state or territory of the United States, the District of Columbia or international country, who have passed a written examination to practice as a physical therapist assistant that was substantially equal to the examination requirements of this state and in all other aspects, including education, may make application for licensure without examination, provided that such requirements for licensure, registration, or certification were, at the date of issuance, substantially equal to the requirements for licensure in the state of Missouri; and provided that the applicant’s license has had no disciplinary actions imposed against it.

(4) All applicants shall have licensure, registration, or certification verification submitted from every state in which the applicant has ever held privileges to practice as a physical therapist or physical therapist assistant. This verification must be submitted directly from the licensing agency and include the type of license, registration, or certification, the issue and expiration date, and information concerning any disciplinary or investigative actions. If a licensing agency refuses or fails to provide verification, the board may consider other evidence of licensure.

(5) All applicants must have their examination scores sent directly to the board from the examination service along with their individual test history report.

(6) All applicants must submit an activities statement documenting all employment and professional and nonprofessional activities, from high school graduation to the date of licensure application or the past ten (10) years, whichever is the most recent.

(7) All applicants shall submit official transcripts, with the school seal affixed, from each and every college or university attended, confirming the courses taken towards their associate degree program, grade received per course, degree(s) awarded, and date degree(s) awarded.

(8) All applicants must submit a copy of any and all legal name change documents incurred since birth.


20 CSR 2150-3.130 Physical Therapist Assistant Licensure—Grandfather Clause

PURPOSE: This rule provides the instructions for physical therapist assistants applying for licensure via the grandfather clause.

(1) All applicants must be at least nineteen (19) years of age.
(2) All applicants shall furnish satisfactory evidence as to their good moral character, education, qualifications and professional history.

(3) Individuals who may or may not be graduates of an associate degree program of physical therapy education accredited by the Commission on Accreditation of Physical Therapy Education who were actively engaged in practice as a physical therapist assistant on August 28, 1993, may apply for licensure within ninety (90) days after this rule is codified. Documentation of employment shall include, but not be limited to, the following:

A. Applicants must have employment verification, made under oath, submitted from their employer(s), documenting employment dates, job title, job description, employment status, name(s) of all supervisor(s), dates of supervision, type of supervision, and any other documentation requested by the board to verify employment.

(4) Individuals who are not graduates of an associate degree program of physical therapy education accredited by the Commission on Accreditation of Physical Therapy Education may apply for licensure by examination until ninety (90) days after this rule is codified provided that the applicant can furnish evidence that s/he has been employed in Missouri for at least three (3) of the last (5) years under the supervision of a Missouri licensed physical therapist.

A. The applicant must possess the knowledge and training equivalent to that obtained in an accredited school as determined by the board. Applicants shall submit documentation to the board as necessary to assist the board in determining the applicant’s knowledge and training as a physical therapist assistant. This documentation shall include, but not be limited to, the following:

1. Applicants must have an Employment Verification Form, made under oath, submitted from their employer(s), documenting employment dates, job title, job description, employment status, name(s) of all supervisor(s), dates of supervision, type of supervision, and any other documentation requested by the board to verify employment; and

2. Applicants must submit a Competency Verification Form, made under oath, documenting any and all formal education, all educational training courses, classes, workshops, in-service trainings and seminars, internship records, employment evaluations, employment statements, student supervision forms, patient record reviews, and any other documentation requested by the board to verify competency.

(5) All applicants must submit a copy of any and all legal name change documents incurred since birth.

(6) All applicants shall have licensure, registration or certification verification submitted from every state or country in which s/he has ever held privileges to practice as a physical therapist or physical therapist assistant. This verification must be submitted directly from the licensing agency and include the type of license, registration or certification, the issue and expiration date, and information concerning any disciplinary or investigative actions.

(7) All applicants must submit an activities statement documenting all employment, professional and nonprofessional activities, from high school graduation to the date of licensure application.


(8) The temporary license shall automatically become invalid if one (1) of the following occurs:

A. The temporary licensee fails the examination;

B. The temporary licensee does not sit for the examination;

C. The temporary licensee withdraws from the sitting for the examination;

D. The board is notified by the supervising physical therapist that the temporary licensee’s employment has ceased; or

E. At the end of ninety (90) days of issuance of the temporary license.

(9) A Missouri permanently licensed physical therapist shall direct and supervise the temporarily licensed physical therapist assistant at all times, pursuant to section 334.650, RSMo, and 20 CSR 2150-3.090.

(10) The supervising physical therapist is required to report any inappropriate conduct or patient care to the board.


20 CSR 2150-3.153 Physical Therapist Assistant Temporary Licenses for Reinstatement

PURPOSE: Due to the passage of Senate Bill 788, this rule provides information to the applicant regarding the requirements for temporary licenses for reinstatement of an inactive license.

(1) A temporary license may be issued to an applicant applying for reinstatement of an inactive licensee who—
   (A) Submits an agreement to supervise form signed by the applicant’s supervising physical therapist; and
   (B) Submits a notarized statement from the supervising physical therapist stating that they are not an immediate family member of the applicant and that they have been involved in active clinical practice in the state of Missouri for a minimum of one (1) year.

(2) Immediate family member is defined as a relative within the fourth degree of consanguinity or affinity, or of a person with whom he or she cohabits.
   (A) First degree: spouse, child, parents;
   (B) Second degree: grandchild, brother/sister, grandparents;
   (C) Third degree: great-grandchild, niece or nephew, aunt or uncle, great-grandparents; and
   (D) Fourth degree: great-great-grandchild, grandniece or grandnephew, first cousin, grandaunt or granduncle, great-great-grandparents.

(3) The temporary license shall automatically become invalid if one (1) of the following occurs:
   (A) The board is notified by the supervising physical therapist that the temporary licensee’s employment has ceased; or
   (B) At the end of one (1) year of issuance of the temporary license.

(4) The temporary licensee may practice only under the on-site supervision of a licensed physical therapist.

(5) The supervising physical therapist is required to report any inappropriate conduct or patient care to the board within three (3) business days.


20 CSR 2150-3.160 Physical Therapist Assistant Late Registration

PURPOSE: This rule provides the requirements physical therapist assistants must follow to request renewal of a license which has lapsed.

(1) All licensees shall make application for late registration upon a form prepared by the board.

(2) No application will be considered unless fully and completely made out on the specified form and properly attested.

(3) All licensees must provide, on the application form, a recent photograph, in size no larger than three and one-half inches by five inches (3 1/2” × 5”).

(4) All applications shall be sent to the Missouri State Board of Registration for the Healing Arts, PO Box 4, Jefferson City, MO 65102.

(5) All applicants for late registration must submit the renewal fee along with the delinquent fee established by the board.

(6) No application will be processed prior to the submission of the required fee in the appropriate form.

(7) All applicants must submit an activities statement documenting all employment, professional and nonprofessional activities, since the date the license lapsed.

(8) All applicants shall have licensure, registration, or certification verification submitted from every jurisdiction in which the applicant has ever held privileges to practice as a physical therapist or physical therapist assistant. This verification must be submitted directly to the licensing agency and include the type of license, registration, or certification, the issue and expiration date, and information concerning any disciplinary or investigatory actions. If a licensing agency refuses or fails to provide verification, the board may consider other evidence of licensure.

(9) An applicant for late registration whose license has lapsed for more than two (2) years who was not actively practicing as a physical therapist assistant in another jurisdiction shall submit upon request any other documentation requested by the board necessary to verify that the licensee is competent to practice and is knowledgeable of current physical therapy techniques, procedures, and treatments, as evidenced by continuing education hours, reexamination, or other applicable documentation accepted and approved by the board.


20 CSR 2150-3.163 Physical Therapist Assistant Inactive License

PURPOSE: This rule provides the requirements physical therapist assistants must follow to request inactive status.

(1) Licensees shall make application for an inactive license upon a form prepared by the board.

(2) No application will be considered unless fully and completely made out on the specified form and properly attested.

(3) All applications shall be sent to the Missouri State Board of Registration for the Healing Arts, PO Box 4, Jefferson City, MO 65102.

(4) To be eligible for an inactive license, a licensee must hold a current and active license to practice as a physical therapist assistant in the state of Missouri and shall not be under investigation by the board or involved in pending disciplinary proceedings.


20 CSR 2150-3.165 Physical Therapist Assistant—Reinstatement of an Inactive License

...
PURPOSE: This rule specifies the requirements physical therapist assistants must follow to request reinstatement of a license that has been inactive.

(1) All applicants shall make application for reinstatement of an inactive license upon a form prepared by the board.

(2) No application will be considered unless fully and completely made out on the specified form and properly attested.

(3) All applications shall be sent to the Missouri State Board of Registration for the Healing Arts, PO Box 4, Jefferson City, MO 65102.

(4) All applicants for reinstatement of an inactive license must submit a fee as specified in 20 CSR 2150-3.080.

(5) No application will be processed prior to the submission of the required fee in the appropriate form.

(6) All applicants must submit an activity statement documenting all employment and professional and nonprofessional activities since the date the license was placed on inactive status.

(7) All applicants shall have licensure, registration, or certification verification submitted from every jurisdiction in which the applicant has ever held privileges to practice as a physical therapist assistant. This verification must be submitted directly from the licensing agency and include the type of license, registration, or certification, the issue and expiration date, and information concerning any disciplinary or investigative actions.

(8) An applicant for reinstatement of an inactive license, who has not actively practiced as a physical therapist assistant in another jurisdiction throughout the period their Missouri license was inactive, shall submit upon request any documentation requested by the board necessary to verify that the applicant is competent to practice in Missouri. Such documentation may include sixty (60) hours of continuing education obtained within the four (4) years immediately preceding the issuance of the license and/or one (1) year of supervised practice and/or successful completion of the national licensing examination. Any continuing education obtained pursuant to reissuance of a license shall be completely separate from continuing education that was previously counted towards mandatory continuing education when the applicant was previously licensed.


20 CSR 2150-3.170 Physical Therapist Assistant Licensure Fees

PURPOSE: This rule establishes the fees the Missouri State Board of Registration for the Healing Arts is authorized to collect in administering Chapter 334, RSMo. Pursuant to Chapter 334, RSMo, the board is directed to set by rule the amount of fees which Chapter 334, RSMo authorizes not to exceed the cost and expense of administering Chapter 334, RSMo.

(1) The following fees are established by the State Board of Registration for the Healing Arts:

(A) Licensure by Examination Fee $50
(B) Reciprocity Fee $50
(C) Temporary License Fee $10
(D) Renewal of Certificate of Registration Fee (personal/corporate checks acceptable) $50
(E) Delinquency Fee (failure to timely file application for renewal of certificate of registration) $20
(F) Continuing Education Extension Fee (personal/corporate checks acceptable) $50
(G) Reinstatement of an Inactive License Fee $50
(H) Returned Check Fee $25

(2) All fees are nonrefundable. All fees must be drawn on a United States bank made payable to the Missouri Board of Healing Arts.

(3) The provisions of this rule are declared severable. If any fee fixed by this rule is held invalid by a court of competent jurisdiction or by the Administrative Hearing Commission, the remaining provisions of this rule shall remain in full force and effect, unless otherwise determined by a court of competent jurisdiction or by the Administrative Hearing Commission.


20 CSR 2150-3.180 Physical Therapist Assistant Biennial Renewal—Retirement, Name and Address Changes

PURPOSE: This rule provides information regarding the registration requirements for physical therapist assistants.

(1) The registration fee shall be an appropriate fee established by the board. Each applicant shall register with the board upon a form furnished by the board before January 31 of the year the license is due for renewal. Renewal forms postmarked by the post office February 1 or after will be considered delinquent, however, should January 31 fall on a Saturday, Sunday or legal holiday, renewal forms postmarked by the post office on the next business day will not be considered delinquent.

(2) The failure to provide the application form or the failure to receive the renewal application form does not relieve any licensee of the duty to renew the license and pay the renewal fee, nor shall it exempt any licensee from the penalties provided in sections 334.650 to 334.685, RSMo, for failure to renew.

(3) Prior to renewal of the license, licensees may be required to take and pass a test administered by the board on the laws and rules related to the practice of physical therapy in Missouri. A minimum score of seventy-five percent (75%) is required to pass the examination.

(4) Licensees must submit written notification of any address change to the board within fifteen (15) days of such occurrence.

(5) A licensee whose name has changed since licensure was issued must submit a copy of the legal document verifying the name change to the board within fifteen (15) days of such occurrence.
(6) Licensees who retire from practice as physical therapist assistants shall file an affidavit, on a form furnished by the board, stating the date of retirement. Licensees shall submit documentation verifying retirement as requested by the board. Licensees who engage in practice as physical therapist assistants after submitting an affidavit of retirement shall reapply for licensure as required in sections 334.650 and 334.685, RSMo, and pursuant to the provisions of 20 CSR 2150-3.160.


20 CSR 2150-3.200 Definitions

PURPOSE: This rule defines the terms used throughout this chapter as related to the statutorily mandated continuing education requirements for physical therapists and physical therapist assistants.

(1) For the purpose of this chapter, the following definitions shall apply:

(A) Board—means the Missouri State Board of Registration for the Healing Arts;

(B) Commission—means the Advisory Commission for Physical Therapists;

(C) Hour of continuing education—means a minimum of fifty (50) minutes and up to a maximum of sixty (60) minutes spent in actual attendance at and completion of an approved continuing education activity;

(D) Licensee—means any person licensed by the board to practice as a physical therapist and/or physical therapist assistant in the state of Missouri;

(E) One continuing education unit (CEU)—is equivalent to ten (10) clock hours of approved continuing education (i.e. ten (10) clock hours = 1.0 CEU, one (1) clock hour = 0.1 CEU);

(F) Chronic illness—chronic illness shall be defined as the diagnosis of a disease process, illness, or disability with a specified set of signs and symptoms, and the continuation or progression of continued signs and symptoms consistent with the original diagnosis for greater than six (6) months; and

(G) Recurring self-limiting injury—a recurring self-limiting injury shall be defined as an injury that occurs multiple times, with a repeat of signs and symptoms for the initially diagnosed injury, and does not precipitate additional injury or illness.

20 CSR 2150-3.201 Continuing Education Requirements

PURPOSE: This rule details the minimum continuing education requirements for renewal or reinstatement of a physical therapist and/or physical therapist assistant license, and specifies the period of time in which documentation of continuing education hours must be maintained by the licensee.

(1) All licensed physical therapists and physical therapist assistants shall biennially, on even-numbered years, complete and report at least thirty (30) hours of acceptable continuing education as specified in rule 20 CSR 2150-3.203. The renewal of a license which has lapsed shall not be issued unless and until the licensee submits documentation confirming completion of all continuing education hours as would have been necessary and applicable during the period the license was not current. The continuing education hours must qualify as acceptable continuing education activity as specified in rule 20 CSR 2150-3.203.

(2) The period for completion of the continuing education requirements shall be the twenty-four (24)-month period beginning January 1 and ending December 31 of each reporting period. Continuing education hours can not be carried over into another or the next reporting period. A licensee who fails to obtain and report, in a timely fashion, the required thirty (30) hours of continuing education shall not engage in practice as a physical therapist and/or physical therapist assistant unless an extension is requested and granted pursuant to 20 CSR 2150-3.202.

(3) All licensees shall certify by attestation, on the licensure registration renewal form, under oath and penalty of perjury, that the licensee completed the required thirty (30) hours of continuing education, and that the continuing education obtained meets the acceptable continuing education criteria specified in 20 CSR 2150-3.203.

(4) All licensed physical therapists and physical therapist assistants shall retain records documenting attendance and completion of the required thirty (30) hours of continuing education for a minimum of four (4) years after the reporting period in which the continuing education was obtained. The records shall document the titles of the continuing education activity completed including the date, location and course sponsors and number of hours earned. The board may conduct an audit of licenses to verify compliance with the continuing education requirement. Licensees shall assist in this audit by providing timely and complete responses upon board request for such information and documentation.

(5) Violation of any provision of this rule shall constitute misconduct, fraud, misrepresentation, dishonesty, unethical conduct, or unprofessional conduct in the performance of the functions and duties of a physical therapist and/or physical therapist assistant. In addition, a licensee who fails to complete and report in a timely fashion the required thirty (30) hours of continuing education and engages in active practice as a physical therapist and/or physical therapist assistant without the expressed written authority of the board shall be deemed to have engaged in the unauthorized practice of physical therapy and/or unauthorized practice as a physical therapist assistant consistent with the provisions of sections 334.510, 334.610, and 334.650, RSMo; furthermore such action may be deemed grounds for disciplinary action pursuant to section 334.100, RSMo.

(6) Examination applicants who hold temporary licenses are exempt from obtaining continuing education hours until such time as the temporary licensee successfully passes the licensing examination and is approved and issued licensure pursuant to the provisions of section 334.530, RSMo, as applicable to physical therapists; or pursuant to the provisions of section 334.655, RSMo, as applicable to physical therapist assistants.

(7) Reinstatement applicants who hold temporary licenses are exempt from obtaining continuing education hours until such time as...
the temporary licensee successfully completes the one (1) year of supervised active practice.

(8) Physical therapists and/or physical therapist assistants are exempt from one-half (1/2) of the total continuing education hours (thirty (30) hours required, one-half (1/2) is defined as fifteen (15) hours) for the year in which the licensee graduated from a program of physical therapy and/or physical therapist assistant education (respective of type of degree received and type of licensure requested) as accredited by the commission on accreditation of physical therapy education.


20 CSR 2150-3.202 Continuing Education Extensions

**PURPOSE:** This rule details the requirements for licensed physical therapists and/or licensed physical therapist assistants requesting an extension of time to complete the required thirty (30) hours of continuing education mandated for licensure renewal pursuant to section 334.507, RSMo Supp. 1998 and as specified in rules 4 CSR 150-3.201 and 4 CSR 150-3.203.

(1) A licensee who cannot complete the required thirty (30) hours of continuing education due to personal illness or other circumstances beyond the licensee’s control which the board and advisory commission deem sufficient to impose an insurmountable hardship to such an extent as to prevent or preclude the licensee from obtaining continuing education hours, may apply for an extension of time to complete the continuing education requirements specified in section 345.507, RSMo. Requests for an extension of time to complete the continuing education requirements will be granted solely in the discretion of the board with recommendation from the advisory commission for physical therapists. Licensees requesting an extension of time to complete the required continuing education hours shall submit a statement requesting such extension prior to the December 31 deadline for completion. Requests for an extension of time to complete the continuing education requirement shall be accompanied with the processing fee specified in rule 20 CSR 2150-3.080. All licensees shall further provide sufficient documentation and justification for such request from the appropriate source(s) supporting the reason(s), which prevented the licensee from completing the required continuing education hours. A licensee who requests an extension of time to complete the required thirty (30) hours of continuing education hours shall not engage in active practice as a physical therapist and/or physical therapist assistant until the licensee receives written authorization from the board approving the extension request and specifically authorizing the licensee to continue practicing in the interim.

(A) Licensees in the military will be granted an extension of time to complete the continuing education requirements if they are called to active duty under competent orders for any period of thirty (30) days or more during the reporting period in accordance with section 41.950(10), RSMo. If the licensee is called to active duty for a majority of the reporting period, they will be exempt from obtaining continuing education. The licensee must submit written documentation from the appropriate military authorities verifying the licensee’s military service commitment.

(B) Illness extensions may be granted only to a licensee who has or is suffering from a personal illness and/or personal disability of a nature which prevents or prevented the licensee from engaging in active practice as a physical therapist and/or physical therapist assistant for at least a majority of the reporting period. At a minimum, the licensee shall instruct their treating physician(s) to provide written documentation to the board specifying the nature of the illness or disability, the duration of the illness and/or disability and any limitations on the licensee’s activities which resulted or will result from this illness and/or disability. The licensee shall also submit written documentation and evidence as to the number of continuing education hours earned during the reporting period as well as the licensee’s plan for completing the balance of the required continuing education hours.

(C) The board, solely in its discretion, with recommendation from the advisory commission for physical therapists, may grant a licensee an extension of time to complete the continuing education hours due to unforeseeable circumstances determined to be beyond the licensee’s control and justifiable as to have imposed an insurmountable hardship to such a degree as to have precluded the licensee from obtaining the required continuing education hours. At a minimum, the licensee shall submit written documentation explaining specifically and in detail the nature of the circumstance(s), why the circumstance(s) were unforeseeable and beyond the licensee’s control, and the period of time in which the circumstance(s) were in existence. This documentation shall include evidence confirming the number of continuing education hours the licensee earned in the reporting period and the licensee’s plan for completing the balance of the required continuing education. The board, solely in its discretion, with recommendation from the advisory commission for physical therapists, shall determine if the licensee’s situation constitutes unforeseeable circumstances beyond the licensee’s control to such a degree as to have imposed an insurmountable hardship preventing and/or precluding the licensee from obtaining the required continuing education hours.

(2) A licensee who is granted an extension of time to complete the required continuing education hours shall complete the balance of the continuing education requirements no later than February 28 immediately following the end of the reporting period for which the extension was sought and approved by the board. The licensee shall submit written documentation evidencing completion of the required continuing education hours no later than March 10 immediately following the end of the reporting period for which the extension was approved by the board. The failure of a licensee to complete the continuing education requirements on or before February 28; or the failure of a licensee to submit documentation evidencing completion of the required continuing education hours to the board on or before March 10 shall constitute a violation of section 334.507, RSMo and this rule; and further such action may be deemed grounds for disciplinary action pursuant to the provisions of section 334.100, RSMo.

(3) Violation of any provision of this rule shall constitute misconduct, fraud, misrepresentation, dishonesty, unethical conduct or unprofessional conduct in the performance of the functions or duties of a physical therapist and/or physical therapist assistant.
20 CSR 2150-3.203 Acceptable Continuing Education

PURPOSE: This rule defines acceptable continuing educational courses and activities as required for physical therapists and physical therapist assistants to qualify for licensure renewal; and to specify the documentation necessary as proof of compliance with the continuing education requirement; and the time frame licensees must maintain such documentation of compliance.

(1) NOTICE: The Missouri State Board for the Healing Arts and/or the Missouri Advisory Commission for Physical Therapists will not preapprove continuing educational courses and/or activities. The burden is upon the licensee to make certain that any courses or activities completed for the purpose of satisfying the continuing educational requirements specified in this chapter meet the criteria specified in this rule as acceptable continuing education.

(2) All licensed physical therapists and physical therapist assistants shall accumulate thirty (30) hours of continuing education (i.e. three (3) continuing education units) every two (2) years to be eligible for licensure renewal. The licensee shall document adherence to this requirement on even-numbered years.

(3) For the purpose of this rule, acceptable continuing education shall be defined as education obtained for the purpose of maintaining, expanding and/or developing new and/or improved skills and knowledge as directly related to the practice of physical therapy, which contributes to the professional competence of the licensee.

(4) The following criteria are necessary to qualify as acceptable continuing education:

(A) Activity and courses documented to be an organized program of learning, with specified goals and objectives; and

(B) Activity and courses which are conducted by individual(s) who have education, training and/or experience by which said individual(s) is considered qualified and/or an expert on the subject matter being presented; and

1. Licensees may be required to submit the biography of the individual conducting/presenting such course/program to determine if the individual is considered qualified and/or an expert on the subject being presented;

(C) Activity and courses pertaining to subject matters that integrally relate to the practice of physical therapy as defined in section 334.500(4), RSMo.

(D) Professional program presentations predetermined after the program shall be the document(s) necessary as proof of compliance if audited by the board to submit proof.

(E) Academic coursework completed at a regionally accredited college or university in subject matter directly related to the practice of physical therapy, as defined in section 334.500(4), RSMo in which the licensee earns a grade of at least a “C” or above. For the purpose of this subsection each semester credit hour shall be acceptable as ten (10) hours of continuing education, each trimester credit hour shall be acceptable as eight (8) hours of continuing education, one-quarter credit hour shall be acceptable as seven (7) hours of continuing education.

1. An official transcript, from a regionally accredited college or university, indicating successful completion of academic coursework in appropriate subject matter related to practice of physical therapy as specified in section (4) of this rule, specifically reporting that the licensee earned a grade of at least a “C” for that course, and the number of credit hours awarded for the course shall be the document(s) necessary as proof of compliance if audited by the board to submit proof.

(C) Licensee participation and completion of a recognized post-graduate clinical residency program shall be acceptable as one (1) continuing education hour for each hour of participation.

1. A certificate of completion bearing the original signature of the appropriate program director, identifying the specific licensee as a participant in a specified clinical residency program and specifically detailing the actual hours of licensee participation in such program, shall be the document(s) necessary as proof of compliance if audited by the board to submit proof.

(D) A licensee who has obtained APTA (American Physical Therapy Association) or other nationally recognized physical therapy association specialty certification or specialty recertification shall be acceptable for thirty (30) hours of continuing education hours for the reporting period in which the specialty certification or recertification was awarded.

1. Official documentation confirming the specific licensee as successfully passing an APTA specialty certification or recertification examination; or other nationally recognized physical therapy association specialty certification or recertification shall be the document(s) necessary as proof of compliance if audited by the board to submit proof.

(E) Professional program presentations presented by the licensee in subject matter directly related to the practice of physical therapy which meets the criteria specified in section (4) of this rule as delivered in a lecture and/or
demonstration format other than academic curricula.

1. The maximum continuing education hours for presentation activities per licensee shall not exceed fifteen (15) hours during any two (2)-year reporting period.

2. The delivery of a presentation for the first time or a workshop or course shall be creditable for three (3) hours of continuing education for each hour of actual presentation time (this ratio reflects the lesser degree of preparation time required in delivering an initial presentation).

3. The delivery of a presentation, workshop or course for a second time shall be creditable for one (1) hour of continuing education for each hour of actual presentation time (this ratio reflects the minimal preparation time necessary for multiple presentations of the same workshop or course).

5. A written announcement of a presentation schedule and/or brochure specifically identifying the licensee as the presenter of a course/seminar/program which meets the criteria specified on the certificate of completion. This credit for continuing education shall be creditable for each hour of actual attendance at Grand Rounds.

6. A certificate identifying the specific presentation, workshop or course more than two (2) times, in any two (2)-year reporting period, is not acceptable for continuing education hours (this reflects the minimal preparation time necessary for multiple presentations of the same workshop or course).

7. A copy of a CPR certification or recertification certificate, as well as documentation as to the date and number of hours in actual attendance shall be the document(s) necessary as proof of compliance if audited by the board to submit proof.

8. A certificate of completion of a workshop, seminar or course which meets the criteria specified in section (4) of this rule and section 334.500(4), RSMo shall be the document(s) necessary as proof of completion if audited by the board to submit proof.

(1) Advisory Commission for Physical Therapists

PURPOSE: This rule establishes the per diem amount for members of the Advisory Commission for Physical Therapists pursuant to section 334.625, RSMo.

(1) Based on the authority granted by the legislature, there is hereby created an Advisory Commission for Physical Therapists to be composed of five (5) members to be appointed by the governor with the advice and consent of the senate.

(2) Each member of the commission shall receive as compensation the sum of fifty dollars ($50) for each day that member devotes to the affairs of the board.

(3) No request for the compensation provided in this rule shall be processed for payment unless sufficient funds are available for that purpose within the appropriations for this board.

