



## CBIS Renewal Requirement

**Audit Information** - CBIS certificants should maintain CE documentation for up to three years in the case of a random renewal audit. Do not submit CE documentation with your renewal application. If audited, you will be asked to submit documentation at that time.

### Continuing Education (CE) Annual Requirement:

1. The CE Requirement for CBIS is 10 CEs.
2. CE topics need to be directly related to brain injury (ABI/TBI) or applicable to brain injury. Examples of topics applicable to brain injury include gait, SUD, dysphagia, etc.
3. CE hours must be completed from a **minimum of 2** sources.

### Acceptable Continuing Education (CEs):

- **Attendance or Presentations at State and National Conferences** with lectures related to brain injury (all contact hours for BIAA conferences could be applied). For other professional conferences (i.e. ASHA), contact hours will only be applied for lectures specifically related to brain injury. This option applies to both conference attendees and conference presenters of brain injury-related lectures.
- **College/University Courses** related to brain injury (contact hours can equal no more than 50% of required CE hours). This applies to teaching and taking a course.
- **Online Courses** related to brain injury from a professional development online resource.
- **Facility In-Services** related to brain injury (in-services, lectures, or workshops provided within work environment).
- **Presentations/Poster Presentations** related to brain injury that were either attended or presented. If presenting, only the time it took to present is acceptable towards CEs.
- **Webinars** that are professionally oriented, current (published within the last three years) and related to brain injury from BIAA or outside sources. BIAA sponsors quarterly webinars on various topics related to brain injury.
  - Live webinars sponsored by BIAA are awarded one CE.
  - Recorded webinars can be purchased for CE credit on [BIAA's Marketplace](#).
  - If a certificate of attendance is not provided for a webinar, complete this [Webinar Review Form](#) for documentation.
- **Journal Article Review:** Certificants may read current (published within the past 3 years) brain injury-related articles from journals that are peer-reviewed or industry and association publications approved by professional and licensing organizations.
  - Complete this [Journal Article Review Form](#) as proof of completion. One contact hour will be awarded for each article reviewed.
  - BIAA offers the Journal of Head Trauma Rehabilitation (JHTR) for \$50 when purchased with the annual renewal.
- **Journal Study Groups:** Certificants may organize journal study groups that meet regularly to review and discuss specific articles related to brain injury. Group members should take brief

notes at their meetings. If audited, group meeting notes or the above Journal Article Review Form may be submitted for CE documentation. One CE will be awarded for each meeting.

- **Published Articles:** Authors of brain injury-related articles can apply credits toward their CE requirement. Peer-reviewed journals are preferred but are not required. Newsletter articles do not apply. Primary authors can receive 3 contact hours per article; secondary authors can receive 2 contact hours.

**Non-Acceptable Continuing Education (CEs):**

- Podcasts
- General CPR training
- General operational work place training, such as organizational guidelines, labor relations, compensation & benefits, performance management
- Normal job responsibilities
- Books and magazine articles pertaining to auto-biographical or biographical survivor accounts
- Movies or films
- Webinars pertaining to survivor accounts
- Fundraising events
- Training in preparation of the CBIS/T certification