



## Provider Information Sheet

The Utah Division of Occupational and Professional Licensing (DOPL) automatically accepts courses approved by UPTA and APTA. Courses outside of these two organizations are at DOPL's discretion.

- Organizations and/or individuals sponsoring or hosting a course for continuing education of Physical Therapists and/or Physical Therapist Assistants can apply for accreditation of their course through the UPTA.
- Please plan ahead--this process takes up to four weeks once your information/payment is received.
- If your course is approved for accreditation, we will send you a certificate for approved CEUs of your course.
- Course sponsors are responsible for providing certificates to their attendees of the course.
- We do not offer rush courses, so please plan accordingly.
- You will need to provide the following:
  - \$100 application fee
  - Course Brochure
  - Course Objectives
  - Instructor Credential and course schedule (showing hours)
- All information received must be electronic through CEU locker. No faxes, hard copies, or emails.
- Your course will be disbursed to the education committee. Once they have a decision, you will receive an email follow-up.

### APPROVAL

- Once approved, CEU locker will send a notice of approval with the seal within 4 weeks of receiving the application.
- If any additional information is needed, we will request that from you directly.

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Questions regarding the application process should be directed to:

Katie Mansell, UPTA Executive Director

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