

What you will find:

The purpose of this brochure is to assist licensees with information sought through the renewal period. Renewals seem to bring about anxiety for Respiratory Therapists and Employers with regards to continuing education, auditing, information processing, payments and other questions and subjects the Board office addresses.

In this piece of literature, we hope to address many of the most common concerns such as continuing education, processing of renewals and what you can expect. It is in question and answer format to best relay the information.

Please know that this information comes from the Alabama State Board of Respiratory Therapy's Rules and Regulations which are made available to you on our web site, www.asbrt.alabama.gov. Please visit our web site in order to view our Law, Rules and Regulations, and Reporting Forms as this will also help answer any questions you may have.

"Frequently Asked Questions" is an official publication of the Alabama State Board of Respiratory Therapy. This publication is intended for a wide audience to alert licensees to matters of possible procedural, legal, legislative, and regulatory interest. It should not be relied upon, nor is it intended to provide legal, insurance, or accounting advice. Licensees should consult their lawyers, insurance agents, and accountants before taking any action in response to this publication, as the opinions expressed herein may be completely altered by the licensees' actual facts



**ALABAMA STATE BOARD OF
RESPIRATORY THERAPY**

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RESPIRATORY THERAPY**

Frequently Asked Questions

A helpful guide for Renewals.



www.asbrt.alabama.gov

The Online Renewal Process

How can I renew my license? The online renewal link is provided to you on our home page at www.asbrt.alabama.gov.

How will I know if I am audited? Once the renewal process is complete you will receive a receipt for payment. This screen will have one of two messages for you. It will either give you the option to print your certificate or it will tell you that you are being audited. If you are audited, please submit your continuing education as soon as possible.

How quickly will I see the results on the web site roster? We will begin updating the web site roster as soon as possible. The web site roster is updated on a daily basis, results may not appear for 24-48 hours.

How will I get a certificate? If not chosen for audit, you will print your certificate off the web-site once the renewal is complete. If chosen for audit, you will have to be approved first, then a certificate will be ordered for you and sent to you. Certificates are ordered at the end of the month.

Continuing Education

How many CEU's do I need? The rule of thumb is one (1) unit of continuing education per months of licensure. A full two (2) year licensure needs 24 CEU's to equal the 24 months. All CEU's must be current, within the 24 month time frame.

How many can be online? The State Board allows twelve (12) online CEU credits. These courses must be provided by an AARC approved provider.

Can Life Support classes count? Basic Life Support courses are not usable, however Advanced Cardiac Life Support courses or Pediatric Advanced Life Support Courses can be used. For either course you can receive up to 12 hours for an initial or a renewal course. Please be sure documentation reflects hours received.

Can I receive CEU's for passing the RRT? You are allotted five (5) CEU's for passing the Registry Exam.

Where can I find in-class CEU's? Area hospitals are the major providers of in-class courses. It must follow the subject matter guidelines outlined in our Rules and Regulations. You may also count college courses if received within the past two (2) years.

What do I need to turn in and when? Once the online renewal process is complete, each participant has the opportunity to be selected for audit.

If selected for audit you will need to submit copies of your certificates or transcripts with the CE Reporting Form found on our web site. This should preferably be done before the expiration date of your license. Please only submit this if you are audited.

Technical Troubleshooting

What if my name and information is different from what appears on the record?

Please submit the change of information form found on our web site, to update our records.

I was not able to print my certificate, what can I do? Try logging into the site again, it will give you the option to print your certificate or receipt.

Who can I contact if something goes wrong? Alabama Interactive is the company that controls the renewal system. You can contact the technical support number at 866-353-3468.

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