

This is an amendment to 16.27.16 NMAC, Sections 10 and 11, effective 11/18/2025.

**16.27.16.10 DOCUMENTATION OF PARTICIPATION:** The licensee shall be responsible for submitting proof of attendance of all continuing education hours at the time of license renewal. All continuing education hours must be documented at the time the license is renewed. The board reserves the right to require additional documentation of participation. ~~[The board will notify the licensee of approval or disapproval of continuing education hours within 30 days after receiving documentation. The board shall notify licensees within 60 days after submission of the application for renewal if any continuing education units are not approved by the board. The licensee shall have 30 days from the board's notice of disapproval to obtain additional continuing education units in compliance with board standards].~~

[16.27.16.10 NMAC - Rp, 16.27.16.10 NMAC, 11/30/2021; A, 11/18/2025]

**16.27.16.11 FAILURE TO MEET CONTINUING EDUCATION REQUIREMENTS:** The board will refuse to renew the licensee's license in accordance with the Uniform Licensing Act, Sections 61-1-1 through 61-1-31 NMSA 1978. ~~[If continuing education units requirements are not completed within the licensing period and by the expiration date, the licensee or registrant will be considered expired and will refrain from practicing. Individuals unable to meet continuing education requirements due to circumstances beyond their control must submit a written request for a waiver 60 days prior to their renewal date. Extenuating circumstances include illness, death in immediate family, military service, or other severe circumstances, which do not allow an applicant to meet continuing education requirements. The applicant may request a one-time extension approved by the board and shall pay an additional non-refundable \$300.00 fee. The board will review each request on a case-by-case basis.]~~

A. The licensee should maintain a file of their continuing education course documentation for up to four years.

B. Continuing education outside the CE cycle date will not be accepted.

C. If all continuing education requirements are not met by the expiration date of the license or granted extension date, the licensee shall be subject to disciplinary action:

(1) renewing licensees will be randomly selected for audit; then board may audit continuing education records at any time before the next scheduled license renewal or when deemed appropriate by the board;

(2) the licensee will be notified by email when selected for audit and will be given a deadline to submit the continuing education proof of completion;

(3) failure to respond to request by the Board may be subject to a fine and other penalties determined appropriate by the board;

(4) the board may, at its discretion, accept a sworn affidavit of evidence of certificate or license holder compliance with continuing education requirements in support of renewal applications in lieu of documented evidence of such.

D. An individual who submits records or a sworn affidavit on their renewal application to demonstrate compliance with continuing education requirements but is found to be non-compliant during a random audit will be subject to fines and other penalties determined appropriate by the board.

[16.27.16.11 NMAC - Rp, 16.27.16.11 NMAC, 11/30/2021; A, 11/18/2025]