

CME Tips & Information

Vermont law requires physicians licensed by the Board of Medical Practice to complete continuing medical education training in each two-year license period. For most licensees, the requirement is 30 hours of AMA PRA Category 1™ activity.

Click here for hour requirements. There are two subjects that must be part of the required CME:

- prescribing of controlled substances (2 credits required only for licensees who have or have applied for DEA registration) and
- hospice/palliative care/end-of-life care/pain management (1 credit required for all licensees).

Note: In 2025 the Board approved American Academy of Family Physicians (AAFP) CME activity to meet CME requirements.

Here are some things to remember:

1) **Know what you are attesting to when you certify that you meet the CME requirements.**

Have you completed enough hours and is at least one of the hours on hospice/palliative care/pain management? If you hold a DEA registration, have you completed at least two hours of CME on prescribing controlled substances? If you answer yes to both of those questions, then check the box in the application. If the answer is no, carefully read item 2.

2) **If you do not meet the requirements, do not certify that you do!**

If it's time to renew and you have not completed CME requirements, you can renew. However, to renew, you **must** submit a plan detailing how you will get the credits. Makeup plans are addressed in the [rules](#).

3) **Keep your documents in a file that you can access.**

If you are selected for audit, you will need to provide proof of completion of CMEs. All AMA PRA activities provide certificates of completion. Be sure to request and keep them. If you rely on a course to meet the subject-specific requirements, be sure it's clear from the title or keep a brochure/syllabus.

4) **Board certification and recertification alone do not satisfy the requirement.**

Some licensees feel that proving evidence of current specialty board certification will suffice. It does not. Those who certify or recertify probably have enough activity to renew a Vermont medical license – again, it's just a matter of getting and keeping track of your certificates (AMA PRA Category 1 or AAFP).

5) **While there are requirements for CME, no specific class is mandated.**

We've seen some misleading advertising that could cause a physician to believe that the course being sold was required and that it was associated with the Board. There is no requirement for a particular course, only the requirements for total hours and the special subjects, as applicable.

6) **Special subjects are mandated each licensing cycle.**

The two subject-specific requirements must be completed for each renewal cycle.

7) **When you report CME compliance at the time of renewal, you are reporting based on activities completed from the first day of the about-to-end licensing period through the day you submit your renewal.**

Medical licenses issued by the Board are valid for two years. Renewal licenses are effective from December 1 until November 30 of the second following year; this always occurs in an even-numbered year. If you haven't completed the requirements, but plan to attend a course, simply submit a make-up plan in accordance with the rules. (See #2 above)

8) **CME courses about medical marijuana do not satisfy the requirement for CME on prescribing controlled substances.**

Vermont law provides that qualifying individuals may sign up for a registry and thereby be legally able to possess and use small amounts of marijuana. The program does not involve any prescribing by a physician or other health care provider. Courses on medical marijuana do not meet the requirement for those who have DEA registration to complete two hours of CME on safe prescribing of controlled substances.

9) **Approved GME training programs**

Licensees enrolled in an approved GME program may satisfy part or all of the CME requirement for renewal through successful participation in GME training during the about-to-expire licensing period. See Board Rule 24.2.4 for details.

Whenever you have questions about CME requirements, **contact the Board and ask!**

Phone: (802) 657-4223

Email: AHS.VDHMedicalBoard@vermont.gov

CME Hour Requirements FAQ

Vermont law requires physicians licensed by the Board of Medical Practice to complete continuing medical education training in each two-year license period. **For the 2026 physician license renewal, the requirement for most is 30 hours/credits of either AMA PRA Category 1™ or AAFP activity.** Also, there are two subjects that must be part of the required CME:

- prescribing of controlled substances (2 credits required only for licensees who have or have applied for DEA registration) *and*
- hospice/palliative care/end-of-life care/pain management (1 credit required for all licensees).

Please Note: The Board now accepts AAFP credit. This is new as of 2025.

1) How do I know how many hours of CME are required for license renewal?

Time is calculated from the date the license was approved by the Board until the date of expiration.

- If, as of November 30, 2026, you have held your Vermont physician license for less than one year, there is no requirement for CME at the time of the first renewal.

In other words, if your license was granted after December 1, 2025, you do not need CME to renew.

- If as of November 30, 2026, you have held your Vermont physician license for more than one year but less than two, the requirement is to have completed at least 15 hours of CME, and those hours must include training on the specific subjects noted above.

In other words, if your license was granted between December 1, 2024 and November 30, 2023, the requirement is to have completed at least 15 hours of CME.

- If as of November 30, 2026, you have held your license for two full years, the requirement is to have completed 30 hours of CME, and those hours must include training on the specific subjects noted above.

In other words, if you are renewing a license that was issued prior to November 30, 2024, the requirement is to have completed at least 30 hours of CME.

2) What if I am not actively practicing medicine, but want to keep my Vermont license active?

You will need to renew your license and you will still be required to take 30 hours of CME, including the two subjects listed above.

3) If I am not actively practicing, how do I know what CMEs to take?

A physician who is not actively practicing may consider the last area of practice to be the area of specialty for the purpose of CME.

4) I don't have enough credits. What do I do?

File a make-up plan in accordance with **Board Rule 24.3**

5) Do I need to submit certificates?

No, but be sure that you have documentation for all credits you claim. The Board conducts an audit after every renewal cycle. Licensees who are selected at random must then produce certificates.

Please contact the Board with your questions or for more information about the rules:

Phone: 802-657-4223

Email: AHS.VDHMedicalBoard@vermont.gov