

- d. **Reactivation of Inactive License More Than Six Years.** A licensee whose land surveyor license has been inactive for more than six years shall be required to re-take the Colorado state specific land surveying examination, in addition to all other current requirements for a complete reinstatement application at the time of submittal.
- e. **Case Settlement.** A licensee may not be allowed to inactivate their license to settle or avoid disciplinary action by the Board

3. **Renewal of Licenses.**

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b. **Professional Land Surveyors.**

(1) **Continuing Education Requirements for Renewal.**

- (a) **Statutory Basis.** Pursuant to 12-120-104(3)(c), C.R.S. the Board shall adopt rules establishing requirements for continuing education (CE) that a professional land surveyor shall complete in order to renew a license.
- (b) **Requirements.** Professional land surveyors shall complete Continuing Education Hours (CEH) in land surveying subjects and participate in a process or procedure that demonstrates the licensee obtained the required continuing education in order to renew a license to practice land surveying in Colorado.
- (c) **Continuing Educations Hours (CEH).** One CEH shall consist of fifty to sixty minutes of continuous actual educational instruction, presentation, or activity, spent in structured educational activities intended to increase or update the licensee's knowledge of, and thereby become more competent in, technical and professional subjects related to the practice of land surveying.

An activity must be a minimum of one CEH. Above this one CEH, an activity of an additional fifteen-minute increments may be credited and will equal .25 CEH (i.e. a seventy-five-minute activity = 1.25 CEH).

- (d) **Credit Required for License Renewal.** Licensees shall complete a minimum of 30 CEHs during each two-year period on October 31 of each odd numbered year. Licenses expire October 31, in odd numbered years. The reporting period for CEHs in order to renew a license is the odd calendar year in which the license expires. In odd calendar years the licensee has until midnight (MST) on December 31, to complete these CEH.

CEHs may be acquired at any location and need not be acquired within Colorado

- (e) **Carryover of CEH Credit.** If a licensee exceeds the 30 hours of qualified continuing professional education during the two-year

period, the licensee may carry forward a maximum of 15 hours into the first year of the next two- year period.

- (f) **Land Surveying Subjects.** Land Surveying subjects are defined as technical and professional subjects related to land surveying and consist of consisting of basic surveying, boundary law, description writing, public land survey system, surveying sciences, and as defined as professional land surveying within section 12-120-302(5), C.R.S.

- (g) **Process of Procedure that Demonstrates the Land Surveyor Obatined the Required CEH.** A process or procedure that demonstrates CEH was obtained may be in the form of one of the following:

- (i). Certificate of Completion;
- (ii) Board Approved Transcripts; or
- (iii) A structured report process in a format defined by the Board.

Refer to Board Rule section 1.4(3)(b)(1)(k) Recordkeeping, for the record keeping requirements for these documents.

- (h) **Acceptable Continuing Education Activities. The Board deems the following types of activities to be acceptable:**

- (i) Academic Coursework. One semester credit hour may be counted for a maximum of fifteen CEHs:

One quarter credit hour may be counted for a maximum of ten CEHs.

One semester credit hour for audited classes may be counted for a maximum of eight CEHs.

One quarter credit hour for audited classes may be counted for maximum of five CEHs.

Academic coursework shall be completed at a U.S. regionally accredited college or university.

- (ii) Formal Certification Programs, e.g. CFedS, Certified Surveying Technician, Remote Pilot Certificate, Certified Floodplain Manager, Geographic Information System Professional.
- (iii) In-house training Active participation in coursework, seminars, or professional or technical presentations.

CEHs are awarded as established by recognized continuing education providers, such as NCEES, NSPS, PLSC, etc.

- (iv) Presentations. CEHs for presenters, shall be awarded two CEHs per one presentation contact hour at lectures, seminars, and/or workshops. CEHs shall be recognized for the initial presentation only.
- (v) Professor and Educator. This includes teaching assigned courses at college, university, or other educational institutions. CEHs shall be awarded two CEHs per one course contact hour. CEHs shall be awarded for the initial presentation only.
- (vi) Publishing a relevant technical article, chapter, or book. Initial publication shall be awarded five CEHs upon placement in a journal, periodical, or book.
- (vii) Active Participation on a board or committee of a public, professional, or technical society nature shall be awarded a maximum of two CEHs per renewal cycle for each position and no more than six CEHs per renewal cycle overall..
- (viii) Ethics for Land Surveyors Course. A maximum of two CEH per renewal cycle can be awarded
- (ix) Self-Study - Structured. These may be printed or online materials, CDs or DVDs containing continuing education activities the land surveyor completes individually.
- (i) **Unacceptable Continuing Education Activities.** The Board deems the following to be unacceptable:
 - (i) Equipment/software vender presentations;
 - (ii) Rendering pro bono services;
 - (iii) Attendance at licensing or registration board meetings or any other professionally relevant board or committee meetings;
- (j). **No Pre-Approval of Continuing Education Activities.** The Board will not pre-approve individual activities, courses, or programs. It is within the discretion of the Board to deny credit for any activity that does not meet the continuing education criteria in Board Rule 1.4(l)(3)(b)(1)(h) or the definition of a land surveyor subject in Board Rule 1.4(l)(3)(b)(1)(f).
- (k) **Record keeping.** CEHs shall be documented. The documentation shall be maintained by the land surveyor for six years from the date of award
 - (i) The documentation shall contain no less than the following information:
 - (aa) Land Surveyor name;

- (bb) Activity date;
 - (cc) Activity title and description of content and objectives;
 - (dd) Sponsor/Continuing Education Provider (e.g. organization, institution, association, employer, publication) name and contact information;
 - (ee) Instructor/Monitor/Facilitator name and contact information, as applicable; and,
 - (ff) Number of CEHs.
- (ii) Board Approved Transcripts obtained to comply with this Recordkeeping requirement shall be from organizations/programs that can ensure all information in rule 1.4(l)(3)(a)(2)(n)(i) is available upon request and the transcript shall contain no less than:
 - (aa) Land Surveyor name;
 - (bb) Activity date;
 - (cc) Activity title; and,
 - (dd) Number of CEHs.
- (l) **Exemptions.** A land surveyor shall not be subject to the requirement for CEHs in order to renew a license, if during the current renewal period:
 - (i) The licensee holds an inactive license pursuant to section 12-20-203, C.R.S.; or,
 - (ii) The licensee was initially issued their Colorado license by examination during the current renewal period (November 1st of even numbered year through October 31st of odd number year) immediately preceding the license expiration date.
 - (iii) The licensee was called to federally funded active military duty for more than 120 days for the purpose of serving in a war, emergency, or contingency that falls within a renewal cycle or within the six months following the completion of service in the war, emergency, or contingency.

Such licensees shall be required to meet all other licensure requirements, including compliance with the Land Surveyor Practice Act and Board Rules, and the payment of renewal fees.

- (m) **Hardship Exceptions.** The Board may grant exceptions to the requirements set out in Board Rules 1.4(l)(3)(b)(1)(b) and 1.4(l)(3)(b)(1)(d) for reasons of individual hardship including, but not limited to, health or other good cause. It is within the sole discretion of the Board to decide in particular cases whether good cause has been shown in order to grant exceptions. A licensee shall not be eligible under this section for two consecutive renewal periods except in the case of military service.

Requests for exception must be submitted in writing to the Board and must include evidence and an explanation, citing in as much detail as possible, the inability of the licensee to comply and why the license should remain in active status.

- (n) **Audits.** Documentation of CEHs may be audited by the Board for verification of compliance with these requirements at any time.

If the Board disallows any CEHs then the licensee shall have sixty days from notice of such disallowance to:

- (i) Provide further evidence that the disallowed CEHs meet the criteria established by these Rules; or,
 - (ii) Provide documentation of having completed additional CEHs during the required time frame; or,
 - (iii) Request the Board allow other CEH to apply towards the disallowance and/or deficiency (but such CEHs shall not again be used for any other calendar year requirement including the next renewal period and/or reinstatement).
- (o) **Compliance with Continuing Education Requirements.**
- (i) Licensees shall cooperate with the Board to determine compliance with the continuing education requirements.
 - (ii) Licensees shall provide all documents requested for review or audit within the day specified in the Board's written request.

J. Reporting of Malpractice and Life Safety Claims That Have Been Settled or Upon Which Judgment Has Been Rendered

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4. **Board Jurisdiction.** The jurisdiction of the Board relates to individual licensees and not to architecture, engineering or land surveying firms. Regardless of whether the malpractice or life safety claim was against an individual licensee or against a partnership, corporation, limited liability company, or joint stock association of which such licensee was a member or employee, the licensee who was in responsible charge for the action subject to such malpractice or life safety claim shall report the claim within sixty days of the date that clearly reflects the date the settlement is signed by the licensee (or their representative), or the effective date noted within of the date of settlement or