

Appendix 1. Definition of each professional development activity

1. 'Continuing education courses' include workshops, seminars, conferences, congresses, institutes, lectures and panel discussion, with live or taped presentations, offered by an approved continuing education sponsor.
 2. 'Academic coursework' must be successfully completed credit-bearing academic study in an area related to occupational therapy practice offered by an accredited college or university.
 3. 'Self-study' encompasses the completion of structured distance learning or internet-based educational programs such as online/webinars courses, or continuing education articles with an assessment component (i.e., proficiency exam) given at the end, with a specific date for the completed assessment due back to the continuing education provider.
 4. 'In-service training' is an employer-providing continuing education to employees.
 5. 'Independent study' is a self-initiated, goal-driven individualized professional study that is based on reading peer-reviewed or role-related professional journal articles or textbook chapters. It requires the licensee to write a report describing how the information will improve their skills in a specific role.
 6. 'Specialty certification' includes initial completion or recertification of specialty or board certification in occupational therapy.
 7. 'Study group' is a structured (online) professional special interest group with 3 or more licensees designed to advance their knowledge through active participation such as journal club. The study group must have written goals for what it expects to accomplish along with a written study plan to evaluate the learning activity and goals.
 8. 'Apprenticeships or fellowship training' includes supervised clinical experience aimed at developing specialized skills in occupational therapy.
 9. 'Presentation and instruction' is recognized as serving as the primary or co-presenter at a workshop, seminar, or conference, serving as adjunct faculty in practice area-related courses, providing in-services, and guest lecturing.
 10. 'Publication' includes serving as the primary or co-author of a practice area-related professional publication, which may include non-peer-reviewed articles, peer-reviewed articles, textbook chapters, or other publications.
 11. 'Research' is defined as development of (as the primary investigator) or participation in (as the project director, co-investigator, or research assistant) research or service projects or activities.
 12. 'Development of instructional materials' involves development of practice-related or instructional materials (training manual) incorporating multimedia such as audio, video or software programs to advance the professional skills of others and available for general viewing.
 13. 'Grant writing' involves the development of grant proposals accepted for funding consideration.
 14. 'Mentorship' includes mentoring another practitioner with the aim of improving his/her skills or receiving mentoring from a certified practitioner.
 15. 'Involvement in professional organization' includes holding a leadership position or serving in state or national office on a professional board, association committee, or disciplinary panel for setting standards and the promotion of occupational therapy including attending professional meetings.
 16. 'Volunteering' includes serving for an organization, population or individual use of one's occupational therapy skills and experience comprising pro bono and expert witness services.
 17. 'Professional manuscript review' includes reviewing or editing professional journal manuscripts, conference proposals, and textbook chapters.
 18. 'Fieldwork supervision' includes supervision of both level I and level II occupational therapy students.
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