



LPDC Approval Sheet for Licensed School Psychologists

This document shall be used by all LPDC members to give their preliminary approval of required professional development for licensed school psychologists assigned to them as an LPDC member. The final approval must come from Ohio School Psychologists Association staff. OSPA will report compliance to the State Board of Psychology. Licensed School Psychologists must accrue 50 hours of continuing education during their 5-year license cycle (which starts Sept. 1 of years ending in 0 and 5) including 4 hours in any combination of professional conduct; ethics; the role of culture, ethnic identity. See pg. 2.

Licensed School Psychologist _____ License # _____

This person has completed the following for their renewal:

_____ College/university semester hours College Name(s) _____

_____ College/university quarter hours College Name(s) _____

_____ Hours for LPDC-approved professional development activities

Included in the above hours is at least 4 hours in professional conduct; ethics; the role of culture, ethnic identity, or both.

My signature indicates approval for this person and that all college credit and/or professional development were taken within the proper timeframe for the current renewal.

Name of LPDC Coordinator/Designee _____

Signature of LPDC Coordinator/Designee _____ Date _____

School/District Name _____ LPDC IRN _____

LPDC Coordinator/Designee Email _____

State Board of Psychology will be notified by OSPA that the licensee has met their CE requirements.

Licensee

**must upload this form into their account at www.ospaonline.org
(See page 3 for instructions)**



Professional Development Conversion Chart

Hours Required for Renewing a Five-Year Licensed School Psychologist License

This is only for use with your Local Professional Development Committee (LPDC). The LPDC must approve all contact hours.

To renew a Five-Year Licensed School Psychologist License in the state of Ohio, you must earn 50 total contact hours of professional development in the area of school psychology or related content. **Included in those 50 hours must be at least 4 hours in the area of professional conduct; ethics; the role of culture, ethnic identity, or both in the provision of psychological assessment, consultation, or psychological interventions, or a combination thereof (ORC 4732.141).** Certificates of completion for such PD must indicate how many hours qualify as ethics, etc.

One semester hour equals 30 contact hours. The coursework (or professional development) must be completed after Sept. 1 of the year your license is renewed and before Aug. 31 of the year your license expires. All licenses expire in years ending in 0 and 5.

Continuing Education Units, or CEUs, are no longer a unit of measurement for professional development for Licensed School Psychologists.

Semester Hour(s)	Quarter Hour(s)	Contact Hour(s)
4 =	6 =	120
3 =	4.5 =	90
2 =	3 =	60
1 =	1.5 =	30
	1 =	20

(Professional Development Conversion Chart)

For school psychologists who obtain their first license in a year other than those ending in 0 or 5, a prorated number of hours must be completed:

- Within first 3 years of licensure period - 28 clock hours (including 4 in ethics, etc.)
- In year 4 of the licensure period - 0 clock hours but must renew and pay license fee at next renewal deadline.
- In last year of the licensure period - 0 clock hours and not subject to renewal (license will in effect be for 6 years).