



Dear Continuing Education Program Sponsor:

The Board of Registered Polysomnographic Technologists (BRPT) is pleased to announce its Continuing Sleep Technology Education (CSTE) Program. At a time when continuing education is of paramount importance to our field, BRPT is committed to facilitating the approval of high quality continuing education opportunities to meet the professional needs of sleep technicians and technologists, and other healthcare professionals working in clinical sleep health.

## Overview

High quality continuing education opportunities are an integral part of a sleep technologist's professional development. In a dynamic and rapidly changing field, it's critical all technologists remain up to date. To that end, all educational programs considered for approval should be relevant to the scope of practice including the areas addressed by BRPT exam content and general sleep medicine education as well as new technology and its application in the delivery of sleep medicine. Device demonstrations and topics relating to business/lab management are not always considered relevant to the scope of practice.

Education pathways for CSTE credits include Live/Lecture and Self-Learning formats.

### Must meet the following criteria:

- Planned and conducted by qualified individuals.
- Address an identified need within the sleep technology profession.
- Contain specific written learning objectives.
- Program content and instructional methods lead to specific learning objectives.
- An evaluation method is used to determine if the learning objectives were obtained.
- A post-test is required for Self-Learning programs.

### Educational offerings should fit into one of the CSTE Program categories below:

#### Live/Lecture Format

- Education Program/Seminar – 1-2 day multiple topic session, up to 8 hours per day in length
- Lecture/In-service/Case Conference -- 1-2 hours in length
  - Single
  - Annual (12 monthly, multiple topics)
- Webinar -- Live via the Internet -- 1-2 hours in length
  - Single
  - Annual (12 monthly, multiple topics)

#### Self-Learning Format (Requires Post-Test)

- Computer-based Learning -- Pre-recorded medium with no direct teacher/student interaction (CD-ROMs, DVDs, webcasts, podcasts, online PowerPoint presentations, etc)
  - Single (1-2 hours in length)
  - Series (Up to 8 hours in length, multiple topics)



## Application Fee Structure

### Live/Lecture Format

- Educational Program/Seminar \$125
- Lecture/In-service/Case Conference
  - Single \$50
  - Annual \$450
- Webinar
  - Single \$50
  - Annual \$450

### Self-Learning Format

- Computer based-Learning
  - Single \$50
  - Series \$125

**Late Fee**       \$50

An application packet for approval of an educational activity is attached. **The approval granted for a Live/Lecture program is for the date of the event or series of events only. The approval granted for a Self-Learning program is for the period of time one-year after the date of CSTE approval.** Completed applications must be submitted electronically at least 30 days prior to the event for processing to assure BRPT has sufficient time to process the application. Applications submitted less than 30 days prior will be evaluated if possible and are subject to a late fee of \$50.

BRPT credential holders are solely responsible for entering their continuing education credits into the online recertification portal. The BRPT office will not be responsible for entering continuing education credits. For a quick reminder on how to input continuing education credits and upload certificates into the online portal, go to:  
[http://www.brpt.org/downloads/recertification/Recert\\_Walkthrough.pdf](http://www.brpt.org/downloads/recertification/Recert_Walkthrough.pdf). Please inform the attendees at your programs of this policy.

Please email any questions you may have to [cste@brpt.org](mailto:cste@brpt.org). We look forward to working together.

Sincerely,



Steve Marquis, MBA, RPSGT, CCSH  
President



