Email Sent 11/16/2023 to All Licensees to Email Address on File

Subject: LBMT – Professional License Renewal Notice

Good Afternoon LMT's

It's hard to believe that it is already November and renewal season is just around the corner. Here are a few friendly reminders regarding the upcoming renewal season that begins January 1<sup>st</sup> and ends March 31<sup>st</sup>.

## **Contact information:**

Now is the time to make sure all contact information is correct in your profile on the website, phone number, mailing address, etc. In the coming weeks the office will be sending correspondence via USPS and email to all licensees. Please log in to your account to make any corrections if needed, and verify you can log in to your profile.

## **Continuing Education:**

Please make sure the CEU's taken are approved by the Board as written on page 7 (Chapter 37. Continuing Education - §3701. Requirements for Massage Therapists) of Title 46, Professional and Occupational Standards. Approved courses are indicated by the LCEU# course number advertised by the provider and listed on each certificate. To read more information regarding the CEU process please use this link to our website to avoid confusion or contact the office.

https://www.labmt.org/notes\_reminders. The Board currently has over 600 approved courses. To find a Board approved CEU courses please use this link: https://www.labmt.org/site435.php

## Preparing for your renewal:

The link below will provide helpful information to prepare for the upcoming renewal season. Please take a moment to review to ensure your license can be process promptly and will not be returned due to errors. <a href="https://www.labmt.org/site382.php">https://www.labmt.org/site382.php</a>. It is advised that renewals be submitted 5 days prior to March 31st to allow ample time for corrections if returned and to also avoid the \$100.00 late fee.

Kindest regards; Louisiana Board of Massage Therapy