**Section 3000.230 Dispenser Responsibilities**

a) For Department approved courses, the dispenser shall obtain a Participant's Registry Card from the Department. The Participant Registry Card shall be completed by the dispenser, signed by the course instructor, and sent to the Department. The Participant Registry Card consists of the participant's name, certificate identification number, name of business, business address, course name, date, site, participant's signature, and the instructor's signature.

b) As verification of CEUs earned, the Department will accept (from dispensers) copies of transcripts or certificates of completion from continuing education courses approved by ASHA or NHAS. The Department shall request direct confirmation from ASHA or NHAS of continuing education earned if questions arise as to the authenticity of submitted copies.

c) A minimum of 2.0 CEUs shall be obtained by dispensers in order to have the license renewed every two years.

d) Thirty days prior to a license expiration date, the dispenser shall verify, via the procedures set forth in subsections (a),(b) or (c) above, the total number of CEUs obtained subsequent to license renewal.

e) The dispenser shall obtain the required CEUs before the license is renewed.

f) CEUs shall not be applied to the dispenser's license renewal for the same course more than once between license renewals.

(Source: Amended at 17 Ill. Reg. 8817, effective June 10, 1993)