

Licensee Questions Regarding CE Broker.

1. What is CE Broker?

CE Broker is the official continuing education tracking system for more than 2 million licensed professionals nationwide. We work with over 100 regulating boards, 6,000+ educational providers, and track CE for over 200 professions.

Effective January 1, 2022, CE Broker is the official platform for CE reporting for the Texas Optometry Board.

2. Do I need a CE Broker account?

Effective January 1, 2022, TOB is tracking continuing education compliance through CE Broker. Therefore, a free, Basic Account is required. (*Please see Board Rule 275.3.*)

Signing up for a free Basic Account is the only way to know which courses have been submitted to TOB. If a course isn't listed in your CE Broker account, then the Board does not have access to it.

3. How do I submit CE to CE Broker?

Once you create an account, you will be responsible for self-reporting your CE to the platform. No more sending email certificates via faxes, emails or mail to TOB! You are responsible for self-reporting your CE in a timely manner directly to the platform.

4. I renew in 2022. What happens to the CE that I already submitted to TOB? Do I need to re-submit the certificates to CE Broker?

No. On or about February 1, 2022, current information in our TOB database will be transferred to CE Broker. So long as you can verify your information is already entered with TOB, you will not need to resubmit it. However, you will not see it in your account until sometime in late February. Please check your CE hours on the TOB website if you are unsure what has already been submitted.

5. Will TOB still have a list of approved courses on its website?

No. CE Broker's Course Search should be utilized to find approved courses. The course search will contain a comprehensive directory of educational providers and courses approved for optometry.

6. Will TOB still review and approve courses that are not pre-approved pursuant to Board Rule 275.1?

Yes. However, CE providers will need to submit an application through a provider account in CE Broker. The information will go directly to the Board for approval at a Board meeting (same process as now). The deadline for course submissions for approvals remains two weeks prior to a Board meeting.

7. Who can help me with my CE Broker account submissions?

CE Broker representatives are available Monday through Friday, 7:00 a.m. - 7:00 p.m. CST (8:00a -8:00p EST) in the following ways:

- Online Chat: Click the chat icon in the lower right corner of the screen and send a message.
- Email: support@cebroker.com - Please include your full name, email address, and license number.
- Phone: 877-434-6323 - Speak to a live person, not a robot. Please be prepared with your license number.

8. Do I submit CE certificates to the Board for processing?

No. Everything must be submitted through CE Broker. Board Staff has a CE Broker platform that enables us to see what you submitted and check your compliance. It also allows us to audit records.

9. Will CE Broker staff be familiar with TOB laws and regulations?

Yes. CE Broker staff are experts in continuing education matters and stay up-to-date on all TOB laws and regulations. TOB staff works hand-in-hand with CE Broker staff for this purpose.

10. Does CE Broker cost the Board anything?

No. CE Broker is FREE for all state licensing agencies and is used by over 100+ licensing boards.