



IDFPR

Illinois Department of
Financial and Professional Regulation

Division of Professional Regulation

Qualifications for Licensure:

Continuing Medical Education Sponsor (204)

Effective: 05/2025

Revised:

READ ME FIRST

Important:

- The qualifications for an Illinois continuing medical education sponsor registration are provided in 68 Illinois Administrative Code 1285.110. Part 1285 is referred to as the medical rules. Links to the act and rules are available online at <https://idfpr.illinois.gov/profs/physicians.html>.

CE SPONSOR SUPPORTING DOCUMENTS

- A course outline that identifies and briefly describes each topic that will be presented, the name of presenter, the presentation time for each topic, and the total number of continuing education hours that participants will be awarded for completing the course.
- A brief biography of each presenter including their education and/or experience in the subject matter they are presenting.
- A detailed description that fully describes the course content, course objectives, teaching methods, and how the course contributes to the advancement, extension and enhancement of professional skills and knowledge in the practice as a licensed physician or a licensed chiropractic physician. This information must also identify who developed the course and provide their education and/or experience in the subject matter.
- An evaluation form completed by the participant to evaluate the course presenter(s) and the overall quality of the continuing education course.
- A certificate of attendance that meets the criteria in 68 Illinois Administrative Code 1285.110 (c)(7).
- A copy of all materials provided to participants.

Please apply for licensure with the Division of Professional Regulation using the CORE licensing system online at <https://idfpr.illinois.gov/core.html>.