

2014 Michigan Home Visiting Conference

CONTINUING EDUCATION EASY STEPS



Nursing Contact Hours 14.25 Maximum Contact Hours

- 1) Check-in at the Registration to obtain your name badge.
- 2) Attend the event. Partial credit is available for those that registered for only one or two days or have to leave early. Please attend only one breakout session per time period.
- 3) Please note the sessions that are not eligible for social work clock hours:
 - a. Model Day – Parents As Teachers
 - b. News You Can Use from the National Home Visiting Front
 - c. News You Can Use from the Michigan Home Visiting Front
 - d. World Café
 - e. Word Café Summary
- 4) By using the QR code with any QR Scanner on any smart electronic device you will be directed to the online evaluation. You **MUST** complete the online evaluation in order to be eligible to obtain contact hours for this event.
- 5) You can complete the online evaluation simultaneously as you attend each session but you cannot complete the evaluation ahead of schedule. An Incomplete or completed survey ahead of schedule will deem you ineligible.
- 6) Upon completion of all steps as stated above, you will be eligible to receive nursing contact hours.
- 7) After reconciliation, your Certificate of Continuing Education in Nursing will be awarded via email within 45 days of the event.

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Social Work Clock Hours 14.00 Maximum Contact Hours

- 1) Check-in at the Registration to obtain your name badge.
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Michigan Teachers (SCECH) 14.00 Maximum Contact Hours

- 1) Process is pending

Registered Dietitian (RD/DTR) 15.00 Maximum CPE Level 2 Credits

- 1) Locate the Certificate of Attendance in your participant materials. Use this certificate and the participant material for your portfolio.
- 2) Keep a copy of your agenda/program for your records.

Other Professionals 15.00 Maximum Educational Content Hours

- 1) Keep your Certificate of Attendance as your permanent record.
- 2) Keep your Schedule of Events or Program for your records.

