

Instructions for Continuing Education (CE) Paperwork

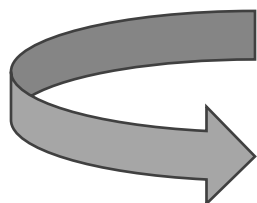


ASHA CE
APPROVED PROVIDER

Speech and Hearing
Association of Alabama

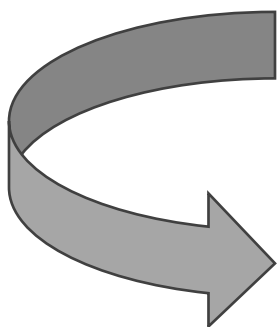
Everyone attending the CE event should complete the following to receive an Attendance Certificate:

1. Attendance Grid
2. Learner Assessment
3. Program Evaluation



If you track your own CE time:

- ✓ On the Attendance Grid indicate “No, I will self-report my CE time.”
- ✓ Your CE time will still count for licensure and certification; you will simply report your time on a form ASHA provides you.



If you want ASHA to track your time:

- ✓ On the Attendance Grid indicate “Yes, my ASHA ID is ____.” If your ASHA ID is not provided, your CE time will not be reported to ASHA.
- ✓ In addition to completing the forms above, you will need to register with ASHA for the CE Registry and pay ASHA the associated fee. This can be done after the CE event. More information on the ASHA CE Registry may be found here: <https://www.asha.org/ce/ceus/>.
- ✓ Allow 6-8 weeks for processing before your CE Event will show on your ASHA CE Transcript.



Visit <http://abespa.alabama.gov/> and <https://www.asha.org/ce/> to stay up to date on the latest Continuing Education requirements.

1

ATTENDANCE VERIFICATION GRID FOR SLP'S AND AUDIOLOGISTS

2024 Early Intervention and Preschool Conference

October 28-30, 2024

Session	Minutes	Initials
Monday, October 28		
10:30-11:30a - Opening Keynote	60	
11:00-12:00n - Breakout Session	60	
1:30-3:00p – Breakout Session	90	
3:15-4:45p – Breakout Session	90	
Tuesday, October 29		
9:00-10:00a - Opening Keynote	60	
10:30-12:00n - Breakout Session	90	
1:30-3:00p – Breakout Session	90	
3:15-4:45p – Breakout Session	90	
Wednesday, October 30		
8:30-9:30a - Breakout Session	60	
9:45-10:45a - Breakout Session	60	
11:15-12:15n – Closing Keynote	60	
TOTAL (Max total is 810 minutes)		



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Various Levels
1.35 ASHA CEUs



Would you like your CE Time Reported to ASHA?



- Yes, My ASHA ID is: _____
- No, I will self-report my CE time.

NAME:	
ADDRESS:	
CITY:	
STATE:	
ZIP CODE:	
COUNTRY:	
EMAIL:	
COURSE OFFERING ID: SHAA 2348-001	

Please complete in full and type or print clearly.

“I have reported my CE time accurately.” Signature: _____

2

LEARNER ASSESSMENT

Name: _____

Which segment did you find the most interesting, and why?

Highlight the three most memorable things you learned/heard:

1.

2.

3.

What concrete steps can you now take to implement/act on what you learned?

3

PROGRAM EVALUATION

Course Title: _____

Use the following rating scale: STRONGLY AGREE (1) AGREE (2) NEUTRAL (3) DISAGREE (4) STRONGLY DISAGREE (5)

I. Course Content

AGREE

DISAGREE

- A) The topic(s) covered reflected my personal needs. (1) (2) (3) (4) (5)
- B) The level of difficulty of this activity was appropriate. (1) (2) (3) (4) (5)
- C) Were the goals and objectives of the session met? (1) (2) (3) (4) (5)
- D) Another continuing education course/activity is needed on this topic. Yes _____ No _____
- E) Please rank the following topics (at least your top three) in order of need (1 = most needed, 17 = least needed) for future continuing education activities.

Accent Modification	Cultural Responsiveness	Ethics
Acquired Apraxia of Speech	Dementia	Speech Sound Disorders
Apraxia of Speech	Documentation	Telepractice
Aphasia	Dysarthria	TBI
AAC	Dysphagia (Adult)	Voice Disorders
Central Auditory Processing Disorders	Pediatric Feeding and Swallowing	Tracheostomy & Ventilator Dependence
Autism Spectrum Disorders	Early Intervention	Head & Neck Cancer
Balance System Disorders	Fluency Disorders	Tinnitus
Aural Rehabilitation	Hearing Aids	Bilingual Service Delivery
Cleft Lip and Palate	Spoken Language Disorders	Cochlear Implants
Clinical Education & Supervision	Written Language Disorders	Social Communication Disorders

- F) What speaker(s) would you suggest for future CE activities? _____
- G) What were the major strengths and/or features that you liked about this activity? _____
- H) What were the major weaknesses and/or questionable features of this activity? _____
- I) In the future, how could a CE activity be publicized? _____

II. Instructor Effectiveness

AGREE

DISAGREE

- A) The Instructors used the allotted time efficiently. (1) (2) (3) (4) (5)
- B) The Instructors' style of presentation was conducive to learning. (1) (2) (3) (4) (5)
- C) The Instructors made good use of examples and illustrations. (1) (2) (3) (4) (5)
- D) The Instructors demonstrated a thorough knowledge of the subject matter. (1) (2) (3) (4) (5)
- E) I would enjoy taking another activity from some of the Instructors (List below) (1) (2) (3) (4) (5)

Comments: _____

III. Teaching Aids

AGREE

DISAGREE

The slides, audio/video, handouts, computer assisted instruction, etc. were appropriate. (1) (2) (3) (4) (5)

Recommendations: _____

IV. General Implementation of CE Activity

AGREE

DISAGREE

- A) There was sufficient advance notice of this activity. (1) (2) (3) (4) (5)
- B) The target audience was described adequately during advance publicity. (1) (2) (3) (4) (5)
- C) The scheduling of this activity (time/day/month) was convenient. (1) (2) (3) (4) (5)
- D) The time allotted for the content covered in this activity was appropriate. (1) (2) (3) (4) (5)
- E) The physical facilities for this activity (size of room, lighting, amplification, temperature, etc.) were conducive to learning. (1) (2) (3) (4) (5)
- F) The registration fee for this activity was appropriate. (1) (2) (3) (4) (5)
- G) The cost of meals and accommodation, if any, was appropriate. (1) (2) (3) (4) (5)
- H) Requirements for successful completion of the activity were clearly specified. (1) (2) (3) (4) (5)