

## Continuing Education FAQs

### 1. What kinds of CE credits do you offer?

- ACCME (Psychiatrists & Nurses)
- APA (Psychologists)
- NAADAC (Drug & Alcohol Counselors)
- NBCC (Mental Health Counselors)
- Board of Registered Nursing (CA) (Nurses)
- NASW, Washington State Chapter (SW & MFT)
- Social Work State Boards on an event by event basis (SW & MFT)
- MFT state boards where necessary (MFT)

### 2. Do I have to sign in AND out?

Yes! CE will be issued exclusively to participants who sign in AND out each day.

\*Sign in sheets will be available up to 15 minutes after the commencement of the training day. Sign out sheets will be available 15 minutes prior to the completion of each day.

### 3. What if I forgot to sign in or out?

Ask the trainer or event manager for a signature replacement form or email [ceinfo@behavioraltech.org](mailto:ceinfo@behavioraltech.org). Be sure to return the completed form!

### 4. What if I have to leave early or miss some of the training, can I have partial credit?

No partial CE credit will be offered; however, a letter of attendance will be sent following the training to document your actual hours of attendance for your records. You can also submit this letter to your CE Board to petition for CE credit.

### 5. How long will it take to receive CE credits?

- |   |                                       |
|---|---------------------------------------|
| ▪ Any live webinar, lecture, one-day, or two-day workshop | 4-6 weeks after training              |
| ▪ Dialectical Behavior Therapy Advanced Intensive™        | 4-6 weeks after training              |
| ▪ Dialectical Behavior Therapy Foundational Training™     | 2-3 weeks after the homework due date |
| ▪ Dialectical Behavior Therapy Intensive Training™        | 4-6 weeks after Part 2                |

### 6. I need CE credits immediately for reimbursement purposes.

Ask any Behavioral Tech, LLC staff member for the on-site Attendance Verification Form. This is not CE credit, but suffices for reimbursement.

### 7. How many credits will I receive?

The number of credits offered varies by training. Please refer to our course applications and descriptions, training materials, and our website for specific CE information.

### 8. What if I don't need CE credits?

Please note this when you register for the training or on the Day-1 sign-in sheet at the event. A letter documenting your attendance will be sent following the training.

### 9. What if CE credits are not offered for my specific license?

Behavioral Tech, LLC will issue a letter documenting hours and attendance which you may then submit to your board to petition for CE credit. If your Board has any questions or if they require additional information, please email [ceinfo@behavioraltech.org](mailto:ceinfo@behavioraltech.org).

### 10. Who should I contact with my questions?

Please send all CE questions, requests, faxes, and emails to our CE/CME Administrator, Angela Brimer, M.S. She can be reached at 206.675.8588 or at [ceinfo@behavioraltech.org](mailto:ceinfo@behavioraltech.org). Send faxes to her attention at 1.206.675.8590.