**Call for Proposals for Continuing Education**

**Application Process:**

* Complete this Continuing Education Proposal. You must complete this form in order for the Continuing Education (CE) Committee to review. The CE Committee will not review flyers, brochures, etc.
* Electronically submit proposal to Karen Gray, Director of Membership and Continuing Education, at [karen@ncpsychology.org](mailto:karen@ncpsychology.org)
* Acceptance will be based on, but not limited to, member demand, presenter availability, venue availability, timeliness and relevance of the topic, and presenter credentials.
* Submissions are reviewed on a rolling basis by the CE Committee.
* Invitations to present will come on a rolling basis from NCPA staff or CE Committee members.
* Please direct questions about this application process to Ms. Gray at the above email address.

**Continuing Education APA Sponsor Requirements**: As a reminder, NCPA is approved by the American Psychological Association to sponsor continuing education for psychologists. NCPA maintains responsibility for this program and its content. As such, programs will be reviewed for appropriateness and quality by the NCPA CE Committee.

**TOPICS OF INTEREST FOR CE WORKSHOPS:**

**Assessment Topics**: Issues with Adults, Learning Disabilities, Custody Evaluations, Forensic Evaluations, Malingering, Autism, Neuropsychological Evaluation, Neurodevelopmental Disorders, IQ Testing, NEPSY assessment, Use of Latest Instruments, Diagnosing Intellectual Disabilities

**Evidence-Based Practice Topics**: Positive Psychology, CBT, Treatments for Anxiety and Depression, ACT, DBT, EMDR, Cognitive Processing Therapy, Prolonged Exposure, Mindfulness-based Cognitive Therapy, Mindfulness, Meditation, CBT-I, Compassion Focused Therapy, Motivational Interviewing, Limitations of Evidence-based Therapies, Psychopharmacology

**Child and Family Topics**: Childhood Trauma/PTSD, Couples Therapy, Couples Therapy after an Affair, LGBT Children and Adolescents, Ethnic Diversity Issues for Children and Adolescents, Internal Family Systems Work, Child Abuse, Collaborative Divorce, Parenting Plans, Treatment of ADHD, Pediatric Bipolar Disorder, Oppositional Defiant Disorder, Autism Treatment, Psychotherapy for Family Caregivers, Adolescent Mood Disorders, Issues related to College Students, Childhood Domestic Violence, Play Therapy, Parent Skills Training, Developmental Disabilities

**Practice-Related Issues**: HIPAA Compliance, Billing and Record Keeping, Aging and Retirement, Opening or Closing a Private Practice, Application of Telepsychology, Issues Related to Licensure for All Career Stages, Supervision, Student/Training Issues, Dealing with an Impaired Colleague, Ethics and Technology in Practice, Insurance Issues, Electronic Health Records, Broadening the Scope of Work, Self-Care, Integrated Health Care

**Ethics** **Topics**: Issues with Tele-mental Health, Supervision, Custody Evaluations, Geriatrics, Suicidality, APA Ethics Code

**Clinical Treatment Topics**: Treatment of OCD, Bipolar Disorder, In-depth Veterans/Families Issues, Sensorimotor Psychotherapy, Resilience, Use of Nontraditional Homework or Supplements to Psychotherapy, LGBTQ Issues, Cultural Diversity, Eating Disorders, Weight Loss, Spirituality, Grief, Death and Dying, Substance Abuse/Addiction, Suicide Prevention, Self-Injurious Behavior, PTSD, Psychopharmacology/Pediatric, Dementia, Factitious Disorder, Dissociative Disorders, Axis II, Depression, Anxiety, Health Psychology, Pain Management, Violence Risk Assessment, Geriatrics, Severe Mental Illness, Neuropsychology

**Other** **Topics:** I/O Workshops, Systems-based Workshops for Psychotherapy, Research Updates, Public Health Topics, Nontraditional/alternative careers for psychologists, Mentoring future scholars/clinicians

Presenter Application

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| Presenter Information |  |
| Presenter 1 Name & Degree: | |
| Title/Position: | |
| Affiliations: | |
| Address for Presenter Payment: | |
| City: State: Zip: | |
| Presenter Phone: Fax: Email: | |
| Presenter 2 Name & Degree: | |
| Title/Position: | |
| Affiliations: | |
| Address for Presenter Payment: | |
| City: State: Zip: | |
| Presenter Phone: Fax: | |
| Email: | |
| Presenter 3 Name & Degree: | |
| Title/Position: | |
| Affiliations: | |
| Address for Presenter Payment: | |
| City: State: Zip: | |
| Presenter Phone: Fax: | |
| Email: | |
| Attach additional sheets as needed for additional presenters. | |
| Postdoc/Student/Special Guest Policy: All presenters are required to notify NCPA of guests (including students and postdocs) at least one week prior to their workshop. A guest is defined as someone who is involved in the presentation and does not receive continuing education credit. All other attendees must pay for registration, if space is available. | |

| Workshop Information |
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| **Workshop Title:** |

| **Workshop Description:** Include a brief description of the content of the presentation. |
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| Level of Workshop: Please specify level of training. |
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| \_\_\_\_ Introductory: Content is designed for psychologists who may have little to no background in a specialized skill or content area. An introductory level program also may serve as the foundation for subsequent intermediate and advanced learning.  \_\_\_\_Intermediate: Intermediate level programming builds upon the learners’ foundational knowledge in a content area. Programming at the intermediate level includes more depth than that which is associated with a beginning level program. This programming could also serve as a refresher course for individuals who have background in a content area and are interested in learning more contemporary applications.  \_\_\_\_ Advanced: Program content at an advanced level builds upon established experience, knowledge and skills in the content area. This may include more diverse applications to specific populations, or a novel application of the skill presented. Advanced level programming tends to be more specialized in nature and allows the learner to integrate and enhance knowledge and skills into their practice or other professional domains. |

| **Length of Workshop:** Presenters should give participants a 15-minute break during each three hours of his/her workshop. All workshops must fulfill the full amount of time indicated in the CE hours for attendees. |
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| NCPA CE workshops typically follow three different formats: 3 hours, 6 hours, or two related 3-hour workshops provided on the same day (attendees can choose to attend one or both of the related workshops). Please indicate the intended length or this presentation.  \_\_\_\_ 3 hours  \_\_\_\_ 6 hours  \_\_\_\_ Two related 3-hour presentations  \_\_\_\_ Other |

| **Does this program offer Ethical Specialty Hours?**  Please indicate if this workshop is intended to satisfy the NC Psychology Licensing Board’s requirement for CE in the area of ethics. If so, please ensure that the words ethics, ethical, etc. are included both in the title and in the learning objectives. |
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| Please check one:  \_\_\_\_\_ This learning activity is intended to meet the NC Psychology Licensing Board’s requirements for ethics continuing education.  \_\_\_\_\_ This learning activity is not intended to meet the NC Psychology Licensing Board’s requirements for ethics continuing education. |

| **Current Peer-reviewed References:** Please include references in APA format within the last ten (10) years from peer-reviewed journals, articles or edited books upon which your presentation is based. A minimum of 3 references is required for a 3-hour presentation and a minimum of 6 references is required for a 6-hour presentation. |
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| Learning Objectives: Approximately one learning objective per hour of content each hour is required. Please provide a list of objective and measurable learning objectives. A minimum of 3 learning objectives is required for a 3-hour presentation and a minimum of 6 is required for a 6-hour presentation. Learning objectives must be measurable and observable behaviors; focused on the learner; use action verbs. USE the words list, describe, explain, assess, critique, demonstrate, discuss, apply, utilize, summarize. DO NOT use the words know, understand, learn, become familiar with, learn, gain awareness, etc. as these cannot be observed and measured. Further information about learning objectives is available in Appendix C on the NCPA website at: <https://ncpsychology.org/wp-content/uploads/2018/04/APPENDIX-C-Guide-for-Writing-Learning-Objectives.pdf>. |
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| **Workshop Schedule –** Detailed workshop schedule (one 15-minute break is allowed within a three-hour workshop |
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| **Presenter Qualifications:** Describe previous experience as workshop leaders, any special qualifications on the subject matter and current license(s) or certification. |
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| **Brief Presenter Biography:** Please provide a brief biography to be used with advertising the workshop. |
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| **Other Notes:** |
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| \_\_\_\_\_\_\_ **Handout Policy**  If you so choose, you may provide handouts for your workshop. If you would  like for NCPA to distribute, we require them one week prior to your workshop  in a digital format.  \_\_\_\_\_\_\_ **Audio/Visual**  Please list your A/V needs.  (Examples include: LCD projector/screen, laptop, presenter remote, audio,  wifi, white board, paper flip chart, etc. . . )  \_\_\_\_\_\_\_\_ **Vitae and Headshot**  Please submit with this proposal |