

# Oklahoma Board of Examiners for Speech-Language Pathology and Audiology

## Continuing Education Verification Form

- Use this form for those continuing education activities that do not otherwise provide documentation.
- Record only ONE activity per form – see other side for Board pre-approved activities and topics.
- Indicate the CE hours rounded to the nearest quarter hour (e.g., 1 hour and 42 minutes equals 1.75 CE hours or 1 hour and 5 minutes equals 1.0 CE hours).
- An individual considered an OFFICIAL representative for that activity MUST sign each form.
- Attach supporting documents (program, agenda, brochure, memos, announcements, etc.)
- Retain this form and any documentation. If you are audited you will be asked to submit proof of your CE activities.

(Please Print)

Licensee Name: \_\_\_\_\_

License Number: \_\_\_\_\_ Date of CE Activity: \_\_\_\_\_

Location of Activity: \_\_\_\_\_  
Facility/Agency City State

Sponsor of Activity: \_\_\_\_\_

Name of CE Activity: \_\_\_\_\_

Describe the Activity: (include type of activity, presenters or facilitators, and topics addressed.)

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

### Licensee statement of earned CE Hours:

The duration of my participation in the described activity equals \_\_\_\_\_ CE Hours.

\_\_\_\_\_  
 Licensee Signature

\_\_\_\_\_  
 Date

### Activity representative verification:

To the best of my knowledge, the above statement of CE activity & actual involvement is true and correct.

\_\_\_\_\_  
 Representative Signature Date

\_\_\_\_\_  
 Work Address

\_\_\_\_\_  
 Representative Printed Name Date

\_\_\_\_\_  
 Work Phone

## Board Pre-approved Activities (no materials need be submitted in advance)

The following are acceptable Continuing Education activities provided they incorporate appropriate subject matter (listed below):

### Any activity qualifying for ASHA CEUs

#### Attendance at:

Professional Seminars  
Professional Workshops  
In-service meetings  
Conference sessions  
Conference short courses  
Conference institutes

#### Completion of:

Distance learning courses

**College courses** (10 contact hours per each successfully completed college credit)

Teleconferences

### Presentation at Professional meeting

(Scheduled time + 2hrs)

**Association officer** (2 hrs/year)

**Association committee chair** (1 hr/year)

### Supervision of university interns/externs

(beyond responsibilities of employment)

Full semester (2 hrs)

Half semester (1 hr)

### Professional publications

(hours apply in year of publication)

Journal articles (2 hrs)

Book chapters (4 hrs)

Books-authored or edited (6 hrs)

Online Courses

Webinars

## Pre-approval Recommended

For the following activities it is recommended that licensees submit a plan outlining the organization, goals, materials, activities, and documentation for pre-approval by the Board.

Journal group

Study group

Individual study

## Board Pre-Approved Subject Matter for Continuing Education activities:

The following represent general areas of subject matter that are considered pre-approved by the Board for Continuing Education activities should be directly related to speech-language pathology and/or audiology. This list is not necessarily exhaustive. However, it should serve as a comprehensive guideline for licensees. If the topic of a given CE activity varies significantly from these overall areas, it may be advisable to submit it to the Board for approval.

Language disorders  
Articulation disorders  
Fluency disorders  
Voice disorders  
Augmentative communication  
Aphasia  
Apraxia/Dyspraxia  
Dysarthria  
Dysphagia  
Hearing disorders  
Aural rehabilitation  
Sign language  
Visual phonics  
Audiometric assessment  
Audiometric screening  
Amplification  
Vestibular dysfunction

Tinnitus  
Myofunctional therapy  
Central auditory processing  
Sensory integration/processing  
Reading disabilities  
Anatomy  
Human growth & development  
Electronics and instrumentation  
Computer applications  
Computer programming  
Neurology/Neuropathology  
Psychology/Learning  
Genetics  
Adaptive feeding  
Gerontology  
Neonatology  
Service Delivery issues  
Marketing development

Ethical/Legal issues  
Pharmacological effects  
Clinical Supervision issues  
Research design/statistics  
Marketing principles  
Fund-raising techniques  
SL/Dialects/Accent reduction  
Linguistics  
Education policies/procedures  
Medical setting policies/procedures  
Administrative/Management skills  
Documentation skills  
Professional issues  
Governmental/Regulatory issues  
Health/Safety Issues  
Alternative Medicine  
Medicare/Medicaid issues

## Internet Courses:

Internet sources for CE Hours should be directly related to speech/language and/or audiology from a credible source (ie national organizations such as ASHA, AAA, ADA, AFA, or university programs with accredited SLP or A programs). Questionable subject matter will not be counted. Pre-approval is recommended, at which time the presenter's agreement in writing to assure and verify your active participation is required.