

## **I. Definition of Continuing Education for Psychologists**

Continuing education (CE) in psychology is an ongoing process consisting of formal learning activities that (1) are relevant to psychological practice, education and science, (2) enable psychologists to keep pace with the most current scientific evidence regarding assessment, intervention, and education as well as important legal, statutory or regulatory issues, and (3) allow psychologists to maintain, develop, and increase competencies in order to improve services to the public and enhance contributions to the profession. Continuing education builds upon a completed doctoral program in psychology. It is not a substitute for the basic academic education and training needed for entry to the field of psychology, nor should it be the primary vehicle for career changes from one APA-recognized specialty area (e.g. clinical, counseling, school psychology) to another.

**II. The content of continuing education** is the crucial component of programs intended to maintain, develop, and increase conceptual and applied competencies that are relevant to psychological practice, education, and science. CE programs must be grounded in an evidence-based approach. CE programs that are focused on application of psychological assessment and/or intervention methods must include content that is credibly supported by the most current scientific evidence. CE programs may also provide information related to ethical, legal, statutory or regulatory policies, guidelines, and standards that impact psychology.

*Acceptable programs must adhere to the definition of continuing education in that they improve service to the public and enhance contributions to the profession. Determination of eligibility is not made on the basis of topic alone.*

**III.** Sponsors must award CE credit for psychologists on the basis of one credit per one hour of instructional time. Programs must be a minimum of one hour. After the initial one hour programs can include quarter hour increments.

**IV. Sponsors must clearly indicate how potential participants may obtain the following information prior to enrolling in a CE program:**

- a. Educational objectives;
- b. A description of the target audience and the instructional level of the activity (introductory, intermediate, or advanced);
- c. Schedule;
- d. Cost, including all fees and the refund/cancellation policy;
- e. Instructor credentials, including relevant professional degree and discipline, current professional position, and expertise in program content;
- f. The number of CE credits offered for each activity;
- g. A clear indication of any activities within a program that are not offered for CE credit.

**V.** Sponsors must make clearly evident to all potential participants, prior to registration, any known commercial support for CE programs or instructors. Any other relationships that could be reasonably construed as a conflict of interest also must be disclosed.

**VI.** Although all information must be available to potential participants prior to enrollment, the Sponsor Approval System understands that it is sometimes not feasible to include all items in promotional materials. In cases where one or more of the above points is not included in promotional pieces, the means of obtaining this information must be provided (e.g., phone number, web site, etc.).

**VII.** Multi-session, multi-disciplinary programs will oftentimes contain some content that is not relevant to psychology or is otherwise inappropriate as CE for psychologists. In these cases, promotional and program materials must clearly indicate which sessions are available to psychologists for credit and which are not.