



## APPLICATION FOR APPROVAL OF CONTINUING EDUCATION (CE) HOURS

<b>Name of seminar:</b>	
<b>Location of seminar</b> (i.e. name of building, hotel, room, etc.):	
<b>Address:</b>	<b>City:</b>
<b>Prov/State:</b>	
<b>Objective of course:</b>	
<b>Date(s) of Seminar:</b>	
<b>Cost to attend:</b>	
<b>Name of sponsor(s):</b>	
<b>Contact person:</b>	<b>Telephone:</b>
<b>Name of instructor(s)</b>	
<b>Link to registration</b>	
<b>Number of CE hours applying for:</b>	
<b>Method of certifying attendance</b>	
<b>name of person responsible:</b>	
<b>Person applying for approval:</b>	<b>Name:</b>
	<b>Address:</b>
	<b>Email:</b>
	<b>Phone:</b>

<b>Date Given to CE Chair:</b>	<b>Follow Up Date:</b>	<b>Letter of Approval Sent:</b>	<b>Entered on Master Calendar:</b>
<b>Signature of CE Chair:</b>		<b>Approved hours:</b>	<b>Date Approved:</b>

**Requests for CE hours cannot be processed until all documents listed have been received: See page 2**



### **List of Required Documents for Approval**

- ✓ Outline of presentation (course content) including itinerary with times
- ✓ Curriculum vitae of speakers
- ✓ Date(s) of seminar
- ✓ Application for Approval of Continuing Education Hours

### **Application Fee**

- ✓ An administrative fee of \$100.00 must accompany all applications in order to have them reviewed
- ✓ Payment may be made by cheque payable to the CAS, or by e-Transfer to [cas@saskchiro.ca](mailto:cas@saskchiro.ca)

Once the application and all of the information above is received at the Chiropractors' Association of Saskatchewan office, this application will be considered complete.

- Completed applications will be processed within ten (10) working days
- The cost of approving the application also includes advertising the approved course on our website until completion date.

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### **Seminars/courses will be evaluated and awarded CE hours on the following basis:**

Full credit hours awarded:

- ✓ for each hour of verified attendance
- ✓ for seminars and courses that are:
  - specific to core curriculum taught in a CCE accredited chiropractic college and
  - is taught by a post-graduate lecturer from a CCE accredited chiropractic college;

Each seminar must meet one of the following curricular areas to be approved for credit hours:

- ✓ Basic Sciences (anatomy, physiology, pathology, microbiology, biochemistry, etc.)
- ✓ Clinical Sciences (orthopaedics, neurology, chronic care, acute care, radiology, nutrition, sports injuries, psychology, diagnosis, toxicology, rheumatology, drug/alcohol addiction counseling, etc.)
- ✓ Chiropractic Sciences (technique seminars – CMCC or CCE approved colleges: modalities accepted according to Chiropractors' Association of Saskatchewan and its bylaws)
- ✓ History seminars (pure history, epistemology pertaining to the study of knowledge of chiropractic, ethics pertaining to the development of a professional moral code)