**CONTINUING EDUCATION COURSE PROPOSAL**

**NATIONAL ASSOCIATION OF SOCIAL WORKERS – NEW YORK STATE CHAPTER (NASW-NYS)**

Program Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date/Time:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Location: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Continuing Education

Contact Hours: \_\_\_\_\_\_\_\_ *Note: One (1) Continuing Education Hour = 50 Minutes*

Presentation Type: 🗖 In-Person 🗖 On-Line 🗖 Hybrid 🗖 Self-Study

Teaching Methods: 🗖 Lecture 🗖 Multimedia 🗖 Experiential Activities

*(Check all that apply)*

Practice Areas: *(Check all that apply)*

|  |  |
| --- | --- |
| 🗖 Addictions | 🗖 Administration/Management/Leadership |
| 🗖 Advocacy | 🗖 Aging |
| 🗖 Child Welfare | 🗖 Children and Youth |
| 🗖 Clinical | 🗖 Community Organizing |
| 🗖 Community Development/Planning | 🗖 Criminal Justice/Courts/Forensics |
| 🗖 Disabilities | 🗖 Displaced Persons (i.e., Homeless, Refugees) |
| 🗖 Diversity | 🗖 Families |
| 🗖 Ethics | 🗖 Health |
| 🗖 International Social Work | 🗖 Mental Health |
| 🗖 Military/Veterans | 🗖 Occupational Social Work |
| 🗖 Philanthropy | 🗖 Policy |
| 🗖 Poverty/Income | 🗖 Private Practice |
| 🗖 Public Health | 🗖 School Social Work |
| 🗖 Social Work Education | 🗖 Supervision |
| 🗖 Trauma/Violence | 🗖 Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

Age Groups: 🗖 Children 🗖 Adolescents 🗖 Adults 🗖 Older Adults 🗖 N/A

*(Check all that apply)*

Audience: 🗖 Student 🗖 Emerging (Beginner)

*(Check all that apply)* 🗖 Mid-Career (Intermediate) 🗖 Advanced (Expert)

**NEW YORK STATE EDUCATION DEPARTMENT (NYSED) IDENTIFIED TOPICS**

The Continuing Education Course must contribute to the professional practice of social work and have at least one of the NYSED topics identified below as its focus. Please check all that apply.

🗖 Theories and concepts of human behavior in the social environment

🗖 Social work practice, knowledge, and skills

🗖 Social work research, programs, or practice evaluations

🗖 Social work management, administration or social policy

🗖 Social work ethics

🗖 Clinical interventions, evidence-based models, and principles of clinical social work practice, psychotherapy, and clinical social work diagnosis

🗖 Client communications and recordkeeping

🗖 Administrative supervision of licensed master social work and clinical supervision of licensed clinical social work practice

🗖 Pedagogical methodologies or other topics that contribute to the professional practice of licensed master social work and licensed clinical social work.

**COURSE DESCRIPTION**

Please provide a brief description (3-5 sentences) of the continuing education course content. It should reflect a draft outline of the course.

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

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**LEARNING OBJECTIVES**

Please provide 3-5 learning objectives describing what participants should be able to **do** upon completion of the continuing education course (i.e., apply new knowledge, skills, abilities). Please see information on how to write learning objectives available at <https://tips.uark.edu/using-blooms-taxonomy/>

Following this course, participants will be able to:

1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
4. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
5. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Timed Agenda**

*Please outline the actual presentation topics, approximate time for each topic and number of CEs allocated per each timeframe. Please be aware that approximately 15 minutes should be available for participant Q&A and discussion*.

***Post Test Questions***

\*If this is a live webinar only, we will need one post question per learning objective from the presenter. Please attach separately.

\*If the course is going to be utilized as a self-study, please submit a separate 10 question multiple choice post-test with answer key for the first hour and an additional 5 multiple choice questions for each additional hour or half hour. You can include up to two true/false questions. Multiple choice questions must include 4 answer choices (none/all of the above questions are not permitted.) Once the course has been approved, you will be required to provide copies of any handouts and PowerPoints.

**INSTRUCTOR INFORMATION**

Instructor(s):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Credentials:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mailing Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Primary Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Primary Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Social Media Contacts: (can be written here or emailed to CE Coordinator): \_\_\_\_\_\_\_\_\_\_\_\_

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

Instructors are asked to provide a short bio (3-5 sentences) documenting their education, work experience or background, and specific expertise related to the subject matter or topic. They are also asked to provide a recent photo for use in marketing efforts.

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

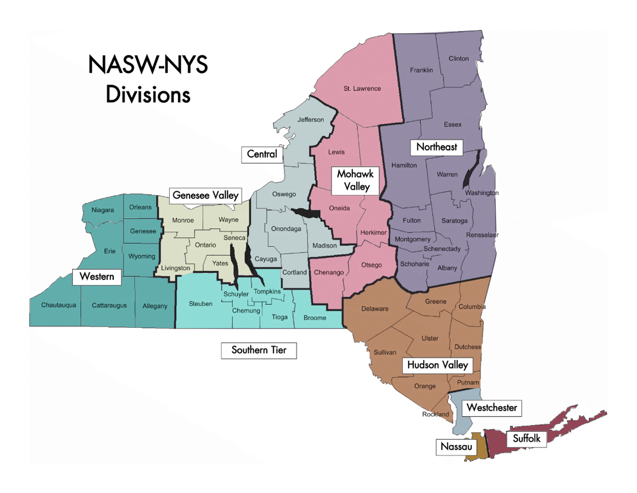
In addition, instructors should provide a copy of their current resume or curriculum vitae to demonstrate their ability to provide the proposed continuing education training. The resume or curriculum vitae should specific highlight previous trainings provided on related topics. The bio will be used to market the continuing education course while the resume or curriculum vitaewill serve as documentation for NYSED.

Finally, presenters should provide a copy of their reference list and/or any resource materials they plan to use in the development of the course. All references/resources should be recent, within the past 10 years unless seminal or historical in nature. Please provide an explanation for any reference materials that are seminal or historical in nature and note that these will require prior approval by our CE department.

**COURSE LOCATION**

Using the map below, please let us know to which NASW-NYS Divisions you are willing to travel.

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



**Materials Checklist (confirm all supplied):**

|  |  |
| --- | --- |
| Please review and Mark when completed | Completed/Submitted |
| Application |  |
| NYSED Identified Topics |  |
| Course Description |  |
| Learning Objectives |  |
| Post-Test Questions |  |
| Presenter Bio |  |
| Presenter Photo |  |
| Reference/Resource List |  |
| Résumé/Curriculum Vitae |  |
| Course Location |  |