N A S W. HAWAI'I CHAPTER
National Association of Social Workers

Section A   Section B   Section C

Continuing Education Application

Section A: Continuing Education Provider Information

Name of Organization

If applicable

Contact person

First Name   Last Name

Credentials

Title   **E-mail**

ex: myname@example.com

Phone Number   **Fax**

Area Code   Phone Number   Area Code   Phone Number

Business Mailing Address

Street Address

Street Address Line 2

City   State / Province

Postal / Zip Code

Did you have a social worker involved in planning and evaluation of CE (if applicable).

○ Yes, the contact person listed above is a social worker.

○ Yes, there was a social worker involved in the planning committee.

○ No

Section B: Information regarding your CE

Title of CE

Event Details

What is the problem that the CE will address and how did you determine the problem?

How did you conduct a needs assessment that determine this would be important to offer? Has there been recent news on the topic? Is there new research?

If applicable, please include two sources of actual needs assessment data.

Upload a File

Describe the criteria for selection of instructors for this CE:

What area of social worker focus will the problem address?

- ☐ SW Theory
- ☐ SW Research
- ☐ SW Methods
- ☐ Community Development
- ☐ Ethics
- ☐ Cultural Awareness
- ☐ Social Welfare & Policy
- ☐ Social & Economic Development
- ☐ Mental Health
- ☐ Medical Social Work
- ☐ Supervision
- ☐ Admin & Leadership
- ☐ Other

Explain how the content of this CE directly relates to the focus area(s) checked above?

Who is the intended audience?

The CE is expected to increase?

☐ Knowledge ☐ Competence ☐ Performance

Learning Objectives: Learning objectives provide direction in the planning of a training CE. They help to (1) focus on the learner's behavior that is to be adjusted; (2) serve as guidelines for content, instruction, and evaluation; (3) identify specifically what should be learned; and (4) convey to learners exactly what is to be accomplished.

In reviewing your application, NASW HI will be looking for learning objectives which include: identification of a specified action by the CE attendee that is: observable; measurable; and demonstrated by the CE attendee.

Each learning objectives must be measurable.

Upon completion of this CE, participants will. . .

Describe the planned teaching methods to be utilized during the CE

Section C: Additional Information and Document Uploads

Is the CE you are submitting for approval open to the public?

○ Yes
○ No

How many social work continuing education (CE) contact hours are being requested:

One (1) CE is sixty (60) minutes of instruction.

In order to verify the amount of CE that will be approved, you will need to submit an agenda of the event.

You can select to complete the Agenda Tool (recommended for activities that are only a few hours in duration) or Upload the Agenda using the Approved Agenda Templte

(recommended for activities that are longer in duration or multiple days) found on the NASW–Hawai'i website.

I would like to:

◯ Complete the Agenda Tool
◯ Upload the Agenda using the Approved Agenda Template

Additional document uploads.

Speaker Bios

Upload a File

Evaluation

Upload a File

Credit Letter – Attendance Verification

Upload a File

Submit	🖨 Print Form

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Section A: Continuing Education Provider Information

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Section B: Information regarding your CE

Title of CE [   ]

Event Details

[Date] [Time] [Location/Format]

[Save]

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[   ]

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[Upload a File]

Describe the criteria for selection of instructors for this CE:

[   ]

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☐ SW Theory   ☐ SW Research   ☐ SW Methods   ☐ Community Development

☐ Ethics   ☐ Cultural Awareness   ☐ Social Welfare & Policy   ☐ Social & Economic Development

☐ Mental Health   ☐ Medical Social Work ☐ Supervision   ☐ Admin & Leadership

☐ [Other]

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[Text area]

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[Text area: Hint List objectives separately.]

[+]

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[Text area]

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| Date | Time | Location/Format |

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