**CE APPLICATION - ONLINE COURSE - STREAMLINED**

This is a very easy, streamlined version of the CE Application. ***Please only use this method for courses where Shantalea is the Social Worker involved with planning.***

[Please download and fill out this DATA SHEET.](https://socialwork.wayne.edu/ce/emails/application_data_sheet_for_director.doc)

**Make a Folder on Onedrive with the title and date of the event, and share it. You can also feel free to put the appropriately labeled** [**folder here:**](https://waynestateprod-my.sharepoint.com/%3Af%3A/g/personal/al3412_wayne_edu/Eow4uwf3RzZEklhsOuzPnr8BoSuLdaYj7ip7OSHgZAJuXw?e=Y5KmIS)

**If you are having issues, please email the Data Sheet, this application, powerpoints, Presenters CV’s and any additional documents to CE\_SSW@wayne.edu**

**Please enter the information below starting with Your Name and Contact information.**

**Your Name and Contact information:**

**Continuing Education Credit Hours (reading and presentation)**: CE Clock Hours

*Note: One CE hour is equivalent to 1 clock hour. All events must be at least one hour. Events over 1 hour are calculated based on a full 60 minutes for the first hour, and then 50-60 minutes for every hour after the first. In the second part of this application process you will learn more about determining CE hours. 10,000 words is equal to one CE hour. Applies to courses where the course uses reading an article or journal as a training method.*

**Presenter (s) names and credentials:**

**3 peer reviewed references,** *(Note) one at least from 2016 or sooner, APA format, two must be from a peer reviewed book or journal,Websites may be listed as a 4th reference only if it is the direct link to the topic being presented, 3 examples below.* [*You can also use this document for directions*](https://socialwork.wayne.edu/ce/emails/apa_reference_template.doc)*:*

 Pizur-Barnekow, Kris, David Pate, Katie Lazar, Nelly Paul, Kathleen Pritchard, and George Morris. (2017). “African American Fathers’ Occupational Participation: “Keeping Mothers in a Positive Vibe.” *OTJR: Occupation, Participation and Health*. 37(4):237-244. first published online on July 14, 2017.

 Topitzes, James, David Pate, Nathan Berman, and Christopher Medina-Kirchner. (2016). “Adverse childhood experiences, health, employment: A study of men seeking job services.” *Child Abuse and Neglect* first published online September 29, 2016.

 Brito, Tonya, David Pate, and Jai-Hui Stefanie Wong. “I Do for My Kids”: Negotiating Race and Racial Inequality in Child Support Enforcement Proceedings”. Fordham Law Review, Fordham University, School of Law. (Summer, 2015)

**Learning Objectives:**

**Post Test Questions/Link (**[**download this template**](https://socialwork.wayne.edu/ce/emails/template_quiz_request1_.docx)**):**

**Evaluation/Link:**

**Add the following to the Onedrive:**

* CV’s of all Presenters
* Files of presentations, videos, etcs.
* Other materials such as readings, etc.
* If you are having breakout sessions [fill out this document](https://static1.squarespace.com/static/593d75e02e69cf4a3e095e5a/t/59bc268f37c581cd2124f036/1505502864157/Breakout%2B2017.pdf) and add to the folder.

**How does this relate to social workers?**

**Please mention if anything else is needed/ any important information:**