

Based on ISA Policy: Continuing Education | CERPP 015 | Version: 4

Live webinars/synchronous learning events:

- If you are giving a CEU code at the end, you can do so, but we ask that you please have the speaker share it at the end of the session (just like a non-web-live event), ***what is important to note for webinar sessions is that this portion of the webinar (including the CEU code) should not be included as part of the presentation recording*** (so the recording of the session needs to be over before the speaker announces the CEU code). This is comparable and consistent with the way we deliver non-web-live CEU codes for the attendees.
- Sign-in sheets should be received by ISA within 30 days of program date for these types of programs.

Non-live/asynchronous learning events:

- Events that have been recorded and are to be offered to an audience asynchronously (meaning, anyone can access at any time, there is no specific date and time the attendees and speaker are present at the same time). In order to earn CEUs for an asynchronous learning product, there must be an attached assessment tool (quiz), this would then be coded based on the number of question on the quiz, (20 questions = 1 CEUs, 30 questions = 1.5 CEUs). The Continuing Education provider must provide the assessment tool/quiz and grading for it, those who receive 80% or higher scores on these assessments can earn the CEUs for this product.
- ***Asynchronous webinar recordings should not include a CEU code at the end of the recording. These events, if any, were coded for live/synchronous delivery only and can only be repurposed and recoded with an additional assessment tool.***