



Continuing Education Process & Procedures

If you are applying for **Nursing CEU's**, **please note**, not all sessions qualify & you'll need to attend approved sessions for credit. **Nurses, see special note on next page regarding evaluations.**

Step 1: To receive CEUs, complete all applicable forms on the next page of this document.

Step 2: To receive credit for each workshop:

- Use the QR code found in your Conference App, on your name badge, or in your confirmation email to check in to every session you attend.
- **Important:** If you switch workshops, be sure to check out of the current

session before checking in to the next.

Step 3: Complete the evaluation at the end of each workshop and Plenary Session.

- Evaluation notifications will be sent via email and Conference App 10 minutes before each session ends.

Step 4: Complete the Overall Evaluation at the end of the conference.

- The evaluation notifications will be sent via email and Conference App 10 minutes before the conference ends, and will remain open until September 2nd.

Once your Overall Evaluation has been submitted, a link will appear for you to download/print your Certificate of Completion. Certificates will not be emailed to attendees. Certificates are proof of attendance, but hours are verified by check-in reports and sent to the continuing education providers.

Continuing Education: Sign-In Forms & Approved Sessions

[Georgia Nurses](#)

Click the [link](#)
to access forms

***NURSES ONLY:**

After completing the first part of this form and attending the approved sessions, you will be able to save and resume evaluations for each nursing session.

Please note: Sessions eligible for nursing CEUs require a separate evaluation from the standard conference evaluation.

If you are applying for both nursing CEUs and other CEUs, make sure to complete both evaluations for each session you attend.

Nursing Approved Sessions:

Plenary Sessions 1, 2, & 3

Workshops A2, B1, B3, C1, C3, D3, D4, & E1



All Workshops & Plenary Sessions apply to the following:

- [Georgia Peace Officer Standards and Training Council \(POST\)](#)
- [Family Violence Intervention Program \(FVIP\)](#)
- [Continuing Legal Education \(CLE\)](#)
- [Georgia Addiction Counselors Association \(GACA\)](#)
- [Georgia Society for Clinical Social Work \(GSCSW\)](#)

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Click the [links](#)
to access forms