

SAC Continuing Education Program

- Continuing education equivalents (CEEs) will be counted over a set three-year period.
- You must report your CEEs annually by January 31st for the previous year's activities.
- CEEs can be recorded online at www.sacmembership.ca/.
- This form is available on the SAC website: www.sac-oac.ca/system/files/resources/cee-form-page-1_english.pdf.
- A total of 45 CEEs over three years is the minimum required to maintain clinical certification.
- Of the 45 CEEs, a maximum of 15 may be in related topics relevant to S-LP/Aud.
- All 45 CEEs may be in Speech-Language Pathology and/or Audiology.
- There are no limits on the number of CEEs that can be counted in some areas.
- For categories with maximums, please record CEEs earned or the maximum, whichever is less.
- Please do **NOT** submit proof of attendance with this form. You need maintain records in case of audit by SAC. If proof is unavailable when requested, the activity will be disallowed.



Your cycle and your rotation are determined by your first reporting year.

CEE ROTATION SYSTEM			
	CYCLE A	CYCLE B	CYCLE C
ROTATION #06	2010-2011-2012	2011-2012-2013	2012-2013-2014
ROTATION #07	2013-2014-2015	2014-2015-2016	2015-2016-2017
ROTATION #08	2016-2017-2018	2017-2018-2019	2018-2018-2020
(and so on ...)			

CEE Activity Codes

1. SPECIFIC – Education activities specific to S-LP/Aud

- A Conferences, workshops, lectures, rounds, seminars, teleconferences / telerounds, online courses in S-LP/Aud** No maximum
Each hour of attendance for education content (e.g., not a business meeting) will equal 1 CEE. Teleconferences and telerounds must be arranged by a professional association, agency or university.
- B University/college course in S-LP/Aud (must list each course separately using course code and name)** No maximum
Each course given or taken for audit or credit, will count for 15 CEEs.
- C Study/interest group in S-LP/Aud** Maximum 5 CEEs per year
A study/interest group has an educational component, meets regularly, and its ultimate goal is better service for the client. Meeting dates must be submitted. One meeting of a study/interest group or one hour electronic-interest group equals 1 CEE.
- D Self-study in S-LP/Aud** Maximum 5 CEEs per year
Self-study is a self-initiated program of education that may be multi-media and is not designated for course work. The list of articles or books studied, tapes viewed / audited and site / peer / manufacturers' visits should be maintained. One hour of study equals 1 CEE.
- E Supervision/Mentoring in S-LP/Aud** Maximum 12 CEEs per year
University or college student supervision in S-LP, Aud or Supportive Personnel (CDA). One hour of supervision equals 1 CEE to a maximum of 8 per year for one student and an additional 4 CEEs / year for a second or more students in the same year.
- F Professional publications in S-LP/Aud** Maximum 8 CEEs per year
CEEs are available for all authors in the initial publication of an SLP/Aud article in a professional publication. This does not include newsletters. One published article or one review equals 4 CEEs.
- G Presentations given in S-LP/Aud (for the first time only)** Maximum 8 CEEs per year
A presentation in S-LP/Aud given at a conference, convention, workshop, seminar or lecture, for the first time **ONLY**. You must list the name of the presentation. Each presentation equals 4 CEEs.
- H Special projects in S-LP/Aud (must be preapproved by SAC)** Maximum 10 CEEs per year
Special projects (e.g., research, writing a book, ASHA program / course, individualized CE plan) must have proof of completion and expand knowledge relevant to clinical practice. Each project will receive 10 CEEs in the year in which it was completed.

2. RELATED – Education activities in related topics relevant to S-LP/Aud (Maximum 15 CEEs per three-year period)

- I Conferences, conventions, seminars, lectures, rounds, workshops, teleconferences, online courses on a related topic.** Maximum 15 CEEs per three-year period
Each hour of attendance for education content (e.g., not a business meeting) will equal 1 CEE. Teleconferences must be arranged by a professional association, agency or university. Related topic areas may include: Psychology, Education, Neurology, Stress management, Supervision, Counseling, Linguistics, Computers, Business management.
- J University/College courses on a related topic relevant to S-LP/Aud (must list each course separately with title)** 15 CEEs in the year in which it is completed
A single course, taken for audit or credit, will fulfill the maximum number of CEEs in related for a three-year period.
- K Presentations in related topics relevant to S-LP/Aud** Maximum 8 CEEs per year
A presentation on a related topic by any author at a conference, convention, workshop, seminar or lecture, for the first time, equals 4 CEEs.
- L Special projects in related area relevant to S-LP/Aud (must be pre-approved by SAC)** Maximum 10 CEEs per year
Special projects (e.g., research, writing a book, ASHA program/course, individualized CE plan) must have proof of completion and demonstrate relevancy to clinical practice. Each project will receive 10 CEEs in the year in which it was completed.
- M Committee Work for S-LP/Aud** Maximum 5 CEEs per year
Voluntary participation on SAC, provincial or regulatory boards, committees or projects regarding the professions, that are non-social in nature, for the purpose of improving the quality of speech-language pathology or audiology services in Canada.