



Kinney College of Nursing and Health Professions Center for Health Professions Lifelong Learning

Does your organization wish to provide contact hours for your educational activity in healthcare?

The University of Southern Indiana Center for Health Professions Lifelong Learning (CHPLL) is designated as a provider by Joint Accreditation for Interprofessional Continuing Education. The University of Southern Indiana Kinney College of Nursing and Health Professions (USI-KCNHP) programming meets the expectations for most states and organizations that require mandatory continuing education contact hours for license and/or certification renewal.

The USI CHPLL must be involved in planning, implementation, and evaluation of the educational activity to meet Joint Accreditation expectations. Requests must be received prior to the beginning of planning. If you would like to work with our team, please complete and submit this document to Kelley Collazo kacollazo@usi.edu. Your request will be reviewed followed by a decision communicated to the contact person within 7 business days. If approved, your educational activity will be assigned to a member of the staff.

Name of organization: _____

Type of organization (non-profit, grant related, healthcare institution, commercial interest):

Name of contact person: _____

Email of contact person: _____

Phone number of contact person: _____

Requested/anticipated date of event: _____

Target audience for your educational event: (nurses, pharmacists, physicians, social workers, etc.)

Expected number of participants: _____

Will participants be paying a registration fee? _____

Live or virtual event: _____

Location (if live event): _____

One-hour, Half-day, full-day, multi-day event: _____

How many speakers/presenters do you anticipate? _____

Will you need CHPLL support:

For registration

The day of this event

For virtual hosting

Will you need USI support for marketing this event? _____

Will you need USI support for reserving a room on campus for this event? _____

Will your event receive monetary or in-kind support from any commercial entity? (list below)

What was the impetus for offering an educational activity? (Survey of target audience, change in guidelines, improvement in patient outcomes, other)

Describe the current state. _____

Describe the desired/achievable state. _____

Identify the professional development gap to be addressed by this activity. --Knowledge, skills/strategy, practice/performance
