

Frequently Asked Questions About Continuing Education

Why do I have to sign in and out each day?

In order for Northwestern to send or confirm your CE activity to your state licensing or other specialty boards, you must sign and/or initial where indicated on the roster or attendance card. **If you forget to sign in or out, you will be awarded ½ of the possible hours for that day.** **FLORIDA boards require that a Photo ID be presented when signing in for a seminar or conference.

Where is this course approved for Continuing Education credit?

Northwestern usually requests approval from chiropractic state licensing boards where the seminar is held, and boards of surrounding states. We are a NCBTMB and NCCAOM approved provider and apply to them for seminars specific to those professionals. You can check our website for a specific list of approvals. It is your responsibility to confirm that the seminar you attend meets your requirements. Contact Kathy Tainter at 952-885-5446 to confirm or request additional applications (a fee may apply and application deadline may impact our ability to apply).

Are the specific techniques taught approved by my state board? Scope of Practice Disclaimer

You are responsible for checking with your professional licensing boards and/or other governing bodies regarding the clinical applicability of course content and presumed competencies which may be developed as a result of taking any course, seminar or other mode of instruction.

When will my record of attendance (CE Transcript) be sent to me?

Your CE transcript will be emailed approximately two (2) months after the seminar you attended and a copy is kept at the school. You may contact us at 952-885-5446 or email solson@nwhealth.edu if you need a copy sooner.

How do my hours get reported to State or Specialty Boards by the required deadline?

Every state and specialty board regulates continuing education hours differently, but Northwestern will send a copy of your CE hours earned to state and specialty boards that require information be sent directly from the school. It is your responsibility to understand your state or specialty boards specific rules and regulations.

Do I have to respond to the evaluation form?

The evaluation form is a powerful planning tool for future seminars. It gives you a voice in the process so we can provide you with the most rewarding educational experience possible. Please share your feedback with us!

Who do I call if I have more questions about the continuing education hours I've earned with Northwestern Health Sciences University? Please contact Sue Olson at solson@nwhealth.edu or call the Continuing Education office at (952) 885-5446.

To receive full credit for this seminar you must attend and sign in and out with the attendance monitor each day.