

Accreditation Information for the 2020 National Conference on Work & Cancer

Please read the instructions below carefully as they have been updated from prior CAC events.

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ANCC, CABRN, NYSED, SHRM, GENERAL CERTIFICATE SPECIFIC REQUIREMENTS– PAGE 2

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DISCLAIMER

The planners and presenters for this program have not disclosed any pertinent financial relationships or conflicts of interest. The opinions expressed at this event are those of the participating faculty and do not imply endorsement by Cancer and Careers or the CEU approvers (NYSED, NASW, ANCC, CABRN & SHRM) of any commercial products discussed. This educational program does not include any information about off-label, investigational or unproven use of products other than those approved by the Food and Drug Administration (FDA).

ACCREDITING BODIES

Credit hours will be provided free of charge to eligible HR and healthcare professionals from the accrediting bodies listed below:

- **ANCC:** Nurses Credentialing Center's Commission on Accreditation. This program is approved for up to 6 contact hours.
- **CABRN:** Provider approved by the California Board of Registered Nursing, Provider #16673, for 6 contact hours. *(Those wishing to receive credit from CABRN must be present for the entire event.)*
- **NASW:** This program is Approved by the National Association of Social Workers (Approval # 886534115-8835) for 3.5 continuing education contact hours. *(Breakdown of approved sessions on page 3.)*
- **NYSED:** Cancer and Careers is accredited as a provider of continuing nursing **NYSED:** Cosmetic Executive Women (CEW) Foundation (Cancer and Careers) SW CPE is recognized by the New York State Education Department State Board for Social Work as an approved provider of continuing education for licensed social workers #0072. This program is approved for up to 6 contact hours.
- **SHRM:** Cancer and Careers is recognized by SHRM to offer Professional Development Credits (PDCs) for the SHRM-CP or SHRM-SCP. This program is valid for up to 5.25 PDCs for the SHRM-CP or SHRM-SCP. For more information about certification or recertification, please visit www.shrmcertification.org. *Please note that the session titled **Staying Health at Home & Work: The Doctor's Perspective** is not accredited for PDCs from SHRM.*
- **GENERAL CERTIFICATE:** Participants who meet attendance standards may also request a general certificate of attendance (no CEU credit).
- For additional information, visit cancerandcareers.org/en/confaccreditation.

CERTIFICATES

Attendees who meet all requirements set forth below will be sent a certificate via email on or before **Friday, August 14, 2020**.

Cancer and Careers maintains responsibility for programs. Licensed/certified professionals of all disciplines should contact their regulatory board(s) to determine course approval for their specific license(s) and/or certification(s).

**Accreditation Information for
ANCC, CABRN*, NYSED, SHRM** & General Certificate**
([NASW Accreditation information is on Page 3 of this document](#))

Please read these instructions carefully as they have been updated from prior CAC events.

REQUIRED STEPS

1. **You must log on and/or dial-in individually. Those who listen-in on someone else's line will not be eligible for credit.**
 - You must provide your first AND last name when logging on.
 - Please note, participants who "listen in" on another participants line will NOT be eligible for credits.
 - Those attending via phone-only must contact us at cancerandcareers@cew.org with your name and the phone number you used to dial-in from.

2. **During the Conference:**
 - a. Four-digit attendance codes will be announced verbally and displayed on a PowerPoint slide (labeled as "CEU Code") at the beginning of each session. It is critical that you write these down/keep them in a safe place as you will be *required* to enter them on the post-test to verify your attendance at individual sessions.
 - b. It is strongly encouraged that you take notes to assist you with the post-test – particularly during panel discussions since they do not utilize a PowerPoint deck.

3. **After the Conference** you will be sent an email with links to an online evaluation, which links to the post-test. You must:
 - a. **Complete the program evaluation** and submit the online evaluation within two weeks of the event.
 - i. You will be issued credit hours only for those individual modules that are evaluated completely and marked as attended.
 - b. **Complete and pass the post-test.** You will be taken to the post-test once you have completed the program evaluation. The post-test will consist of:
 - i. 25 multiple-choice questions drawn from the three PowerPoint driven sessions. A passing grade on this portion of the post-test is 80% or higher. You may refer to the session slides when answering these questions.
 - ii. Nine free-text questions that explore what you learned during the panel discussions. You are only required to *briefly* answer six (two per session) to demonstrate your learnings. You may refer to your notes when answering these questions.
 - iii. Evaluation & post-test must be submitted no later than **Friday, July 3, 2020.**

If you plan on requesting CEUs, CNEs, PDCs, or a general certificate of attendance for the virtual 2020 National Conference, you MUST complete the steps as outlined above. If you log on late or must sign off before the event concludes, credit hours will be pro-rated.

Attendees who do not complete ALL of the above steps will NOT be awarded CNEs, CEUs, PDCs, or a general certificate of attendance.

****Those wishing to receive credit from CABRN must be present for the entire event.***

*****Please note that the session titled Staying Health at Home & Work: The Doctor's Perspective is not accredited for PDCs from SHRM.***

Accreditation Information for NASW

Please read these instructions carefully as they have been updated from prior CAC events.

The 2020 National Conference on Work & Cancer is Approved by the National Association of Social Workers (Approval # 886534115-8835) for 3.5 continuing education contact hours. Approval breakdown is as follows:

Staying Healthy at Home & Work: The Doctor's Perspective	Not approved by NASW
Balancing Work & Cancer	Approved by NASW (1.5 credit hours)**
Staying Healthy at Home & Work: Self-Care	Not approved by NASW
Job Search During & After COVID-19	Approved by NASW (1 credit hour)
Staying Healthy at Home & Work: Nutrition	Not approved by NASW
Work Transitions: Strategies for Looking Ahead)	Approved by NASW (1 credit hour)

REQUIRED STEPS

1. **You must log on and/or dial-in individually. Those who listen-in on someone else's line will not be eligible for credit.**
 - You must provide your first AND last name when logging on.
 - Please note, participants who "listen in" on another participants line will NOT be eligible for credits.
 - Those attending via phone-only must contact us at cancerandcareers@cew.org with your name and the phone number you used to dial-in from.
2. **During the Conference:**
 - a. ****You must attend, fill out the evaluation, and complete/pass the post-test for *Balancing Work and Cancer* to receive credit for any of the sessions approved by NASW.**
 - b. Four-digit attendance codes will be announced verbally and displayed on a PowerPoint slide at the beginning of each session. It is critical that you write these down/keep them in a safe place as you will be *required* to enter them on the post-test to verify your attendance at individual sessions.
3. **After the Conference** you will be send an email with links to an online evaluation, which links to the post-test. You must:
 - c. **Complete the program evaluation** and submit the online evaluation within two weeks of the event.
 - i. You will be issued credit hours only for those individual modules that are evaluated completely and marked as attended.
 - d. **Complete and pass the post-test.**
 - i. You will be taken to the post-test once you have completed the program evaluation. The post-test will consist of 25 multiple-choice questions drawn from the sessions approved by NASW. A passing grade is considered 80% or higher. You may refer to the session slides when answering these questions.
 - e. Evaluation & post-test must be submitted no later than **Friday, July 3, 2020.**

If you plan on requesting CEUs for the virtual 2020 National Conference, you MUST complete the steps as outlined above. If you chose not to attend either/both the "Job Search" or "Work Transitions" sessions credit hours will be pro-rated.

Attendees who do not complete ALL of the above steps will NOT be awarded credits