

**ISAAC recognizes and supports the value of the availability of CEU credits for all AAC and AT services professionals. The ISAAC 2016 Toronto conference registration fees provide for each eligible attendee to complete professional development requirements and receive an ASHA Continuing Education Certificate as part of the educational program.**

ISAAC Conference 2016 utilized bar code scanners to track attendance at sessions (a session could be composed of multiple presentations, if delivered within the same “session” or “time block”). **By allowing your badge to be scanned at a particular session, you provided your confirmation and attestation of attendance at that session.**

The implementation of any new technology or process is usually not completed without having to “iron out a few wrinkles”. This also includes providing session attendees with information and details as to how the program will work to deliver CEU credits. For this reason, the following CEU FAQ has been developed:

**Q:** *How do I know that my attendance at a session was captured for submission to ASHA?*

**A:** All scanned (and recorded in writing as needed) information will be provided to USSAAC in an electronic format from ISAAC 2016 for submission to ASHA.

**Q:** *When do I need to complete the Continuing Education Activity Attendance Form?*

**A:** This form need only be submitted to record attendance at Poster Sessions.

**Q:** *How does ASHA recognize and record attendance at ISAAC Conference 2016 sessions?*

**A:** Complete the ASHA CEU Participant Form, a fillable PDF, that is posted on the ISAAC website at <https://www.isaac-online.org/english/conference-2016/isaac-2016-ceus-program/>, using your ASHA account number. For information on completing fillable PDF, please refer to: [https://helpx.adobe.com/acrobat/using/filling-pdf-forms.html#fill\\_in\\_interactive\\_forms](https://helpx.adobe.com/acrobat/using/filling-pdf-forms.html#fill_in_interactive_forms).

**Q:** *When can I expect ASHA to have my CEUs officially records?*

**A:** ASHA gives USSAAC/ISAAC 45 calendar days from the ISAAC 2016 end date to submit all CEU Participant Forms, and where applicable, Continuing Education Activity Attendance Forms. From that point, ASHA provides CE online confirmation within approximately 15 days for a total of approximately 60 days from the ISAAC Conference 2016 end date.

**Q:** *Besides the CEU Participant Forms, and where applicable, Continuing Education Activity Attendance Form, does an attendee have any additional responsibilities in order to obtain ASHA CEUs?*

**A:** Yes. Each attendee must complete the ISAAC Conference Evaluation that was provided from ISAAC 2016 in an email to each attendee.

**Q:** *What is the last step of this process for attendees seeking ASHA CEUs?*

**A:** Each attendee must email the completed CEU Participant Form to and the Continuing Education Activity Attendance Form, where applicable, to: [pourand@aslsinc.com](mailto:pourand@aslsinc.com)

**Q:** *Why was a Certificate of Attendance provided at the ISAAC 2016 website?*

**A:** The Certificate of Attendance is provided for your convenience. Please complete this Certificate (electronically or handwritten) and keep for your records/documentation.

**Q:** *Is more information available online?*

**A:** Yes. Please visit the ISAAC Conference 2016 website at <https://www.isaac-online.org/english/conference-2016/isaac-2016-ceus-program/>.