



# CVE/CWA/CCAA

# CONTINUING EDUCATION A GUIDE TO MEETING YOUR REQUIREMENTS

CE Requirements: Must complete 80 hours every 5 years for re-certification  
Maximum of 40 hours may be in Professional Development

## HELPFUL HINTS

Save Time ♦ Save Money

- #1 Focus on Continuing Education (CE) opportunities that provide greater CE hours.
- #2 Pursue **pre-approved** CE as there is less paperwork and less cost. Start with CRCC's **List of Continuing Education (CE) Providers with Pre-Approved Programs**, accessible on the CRCC website.
- #3 Document and submit CE hours promptly upon each program completion.

CE Provider	Applicable Certification	Method of Instruction	Website	Phone
American Board of Vocational Experts	CVE	Conference	www.abve.net	(871) 456-4880
American Rehabilitation Economics Assn	CVE	Conference	www.a-r-e-b.org	(818) 443-2000
American Schools Association	CVE	Home Study	www.asaenr.com	
Association of Medicine Sciences & Health Professionals	CVE/CCAA	Conference	www.amaa.org	(202) 338-0760
Cornell State University	CVE/CCAA	Home Study	www.cornell.edu	(415) 642-7196
Delaware Developmental Disabilities Council	CVE/CCAA	Conference	www.delawareddc.org	(302) 739-3333
East Carolina University	CVE	Seminar/Workshop	www.ecu.edu/ce	www.gradprograms@ecu.edu
Florida Rehabilitation Association	CVE	Conference		(407) 235-1917
Georgia Rehabilitation Association - Metro Chapter	CVE	Conference	www.nationalabve.org	(878) 365-2286
Georgia State Board of Workforce Compensation	CVE/CWA	Conference	www.abve.georgia.gov	(404) 656-9606
HAIRC - International Assn of Industrial Accidents Benefits & Compensation	CVE/CWA	Conference		

### List of CE Providers with Pre-Approved Programs

View, download, & print:

[www.crcrcertification.com](http://www.crcrcertification.com)

CE Providers tab

List of Continuing Education Providers page

## CONTINUING EDUCATION CHECKLIST

What Qualifies ♦ How Many CE Hours

- TAKE OR AUDIT A COLLEGE OR UNIVERSITY COURSE** **15 CE HOURS FOR 1 SEMESTER CREDIT**  
**10 CE HOURS FOR 1 QUARTER CREDIT**  
Earn 45 clock hours for a 3-credit semester course or earn 30 hours for a 3-credit quarter course. Course must be within one of the applicable domain focus areas.
- ATTEND A CONFERENCE, WORKSHOP, OR SEMINAR** **1 CE HOUR FOR EACH HOUR OF TRAINING**  
Must be within one of the applicable domain focus areas.
- ATTEND TRAINING AT WORK** **1 CE HOUR FOR EACH HOUR OF TRAINING**  
Must be within one of the applicable domain focus areas.
- DEVELOP A PROFESSIONAL PRESENTATION OR IN-SERVICE TRAINING PROGRAM** **2 CE HOURS FOR EACH HOUR OF TRAINING**  
Must develop the presentation or program - delivering the presentation or program alone does not qualify. Must be within one of the applicable domain focus areas. The number of hours of training is based on the length of the presentation or training program and NOT the amount of time to develop.

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www.CRCCERTIFICATION.COM

RENEWAL@CRCCERTIFICATION.COM

- SERVE ON A BOARD OR COMMITTEE** **1 CE HOUR FOR EACH HOUR OF SERVICE PROVIDED**  
*Must be for a vocational evaluation organization. Always qualifies as Professional Development.*
  
- AUTHOR OR CO-AUTHOR** **A PUBLISHED, PEER-REVIEWED ARTICLE** **15 CE HOURS**  
**A PUBLISHED BOOK CHAPTER** **30 CE HOURS**  
**A PUBLISHED BOOK** **40 CE HOURS**  
*Must be within one of the applicable domain focus areas.*
  
- CURRICULUM DEVELOPMENT FOR A VOCATIONAL EVALUATION COURSE** **15 CE HOURS FOR 1 SEMESTER CREDIT**  
**10 CE HOURS FOR 1 QUARTER CREDIT**  
*Must develop the course - teaching the course alone does not qualify. Each course developed is eligible only once for CE credit. Always qualifies as Professional Development.*
  
- SUPERVISE INTERNSHIP/FIELDWORK OF VOCATIONAL EVALUATION STUDENT** **10 CE HOURS FOR EACH SEMESTER**  
**7 CE HOURS FOR EACH QUARTER**  
*Credit is based on a semester/quarter of supervision, not the number of students supervised. Always qualifies as Professional Development.*
  
- ATTEND COMPUTER APPLICATION/TECHNOLOGY TRAINING** **1 CE HOUR FOR EACH HOUR OF TRAINING**  
*Qualifying areas are transferable skills analysis, placement programs, assessment programs, communications, report writing, recordkeeping, and information services. Training on Microsoft® or similar products is not acceptable. Always qualifies as Professional Development.*
  
- EDITORIAL REVIEW OF A RECOGNIZED VOCATIONAL EVALUATION PUBLICATION** **15 CE HOURS PER REVIEW**  
*Always qualifies as Professional Development.*
  
- RESEARCH** **40 CE HOURS FOR EACH STUDY**  
*Must be related to vocational evaluation. Always qualifies as Professional Development.*
  
- DEVELOPMENT OF VOCATIONAL EVALUATION LEGISLATION OR REGULATIONS** **1 CE HOUR FOR EACH HOUR OF SERVICE**  
*Always qualifies as Professional Development.*

For complete CE criteria, documentation, and submission requirements, please refer to the Criteria for Certification Renewal and Continuing Education, which may be viewed, downloaded, and printed from the CRCC website at [www.crccertification.com](http://www.crccertification.com), CVE/CWA/CCAA Designations, CVE/CWA/CCAA Certification Renewal and Continuing Education pages.

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