



Conference Continuing Education Hours (CEHs) Categorization Worksheet

To assist with determining the eligibility of conference keynotes/workshops and to correctly place them in the appropriate category, please complete this worksheet and attached the documents listed below.

Name of Conference: _____ **Location:** _____ **Date(s):** _____

Attendance Verification Documents Submitted: Certificate(s) and/or Official Letter of Attendance
 Conference Workshop Program with Individual Keynote/Workshops Content Descriptions

Keynotes/Workshops Attended:

#	Keynote/Workshop Title	Drug Pharmacology and/or Harm Reduction Education	Prevention Specific Ethics Education	Substance Use Prevention Education	General Prevention Education	General Prevention Education Equity	Category Change (For Board Use Only)
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
Category Assignment Totals							

NOTE: If you attended more than 10 keynotes/workshops at this conference, fill out a second worksheet to document all events attended.