

## 2017 Continuing Education Credits

Leadercast offers several options for continuing education units (CEU's). Details have been provided below outlining the credits offered through Leadercast event attendance. Please note one or more of these options may apply to you and your site so please read all information carefully.

### Option 1: General CEU Credits through Georgia College and State University (GCSU)

- Georgia College and State University is offering 4 nationally accredited credit hours or .4 CEU's for participation in the Leadercast event.
- Attendees must sign in via the Leadercast app and utilize the Leadercast passcode to verify their attendance. **Sign in is MANDATORY to obtain credits and will be available through our Leadercast app.** (If you are unable to access the Leadercast app, please see troubleshooting below.)
- The cost for General CEUs is \$10 and will be paid through the app.
- Your attendee contact hours will ONLY be recorded when attendees complete the form on the Leadercast app and pay the \$10 fee.
- After registering attendance through the app and paying the \$10 fee, attendees will be emailed a CEU Certificate of Attendance from GCSU, within six weeks.

### Option 2: Human Resources (SHRM/HRCI) recertification credits

- Leadercast is recognized by SHRM to national and internationally offer 4.5 Professional Development Credits (PDCs) for the SHRM-CP<sup>SM</sup> or SHRM-SCP<sup>SM</sup>.
- Leadercast offers 4 (HR (General)) recertification credit hours toward California, GPHR, PHRi, SPHRi, PHR and SPHR recertification through the HR Certification Institute (HRCI).
- Attendees must sign in via the Leadercast app and utilize the Leadercast passcode to verify their attendance. **Sign in is MANDATORY to obtain credits and will be available through our Leadercast app.** (If you are unable to access the Leadercast app, please see troubleshooting below.)
- The cost for HRCI/SHRM CEUs is free.
- Within six weeks following the event, Leadercast will provide a certificate with activity codes for both SHRM and HRCI directly to the email registered by the attendee when applying via the Leadercast app along with instructions on how to obtain credit (specific instructions are also included below).
- It is the attendee's responsibility to login to their respective accounts and utilize the codes provided in order to obtain their CEU credits.
- For more information about certification or recertification, please visit the HR Certification Institute and/or Society of Human Resources Management websites at [www.hrci.org](http://www.hrci.org) and <http://www.shrm.org> respectively.

### HRCI recertification credits – Specific Instructions for attendees to claim CEU credit post event

- Attendees should login to their profile at <https://hrci.org/login>
- Click the My Recertification link and review your progress dashboard and requirements
- Find the Continuing Education: Pre-Approved Activities section of your learning plan
- Click *Add Activity*
- Enter the Activity ID and click *Search*
- Click *Select* next to the activity title
- Enter the Start and End Dates that you attended the activity\* and click *Next*
- Review the activity details, agree to the attestation and click *Submit*
- *Because some activities are ongoing throughout the year, the Start and End Dates are left intentionally blank.*
- If you have questions about earning credit hours for this activity, please contact: [recertification@hrci.org](mailto:recertification@hrci.org).

### SHRM recertification credits – Specific instructions for attendees to claim CEU credit post event

- Attendees should login to their profile at <https://portal.shrmcertification.org/Login.aspx?ReturnUrl=%2fProfile%2fDefault.aspx>
- From your account homepage, select “Add PDCs” as illustrated below.
- Select the recertification category that you would like to enter in your activity for.
- Either enter an Activity ID in the field named “Activity ID Number” and select “Search” OR add an activity without an Activity ID by providing the details listed below and clicking “Submit”

### Option 3: Nursing Credits: Offered through the Alabama Nurses Association

- The Alabama State Nurses Association, an accredited approver by the American Nurses Credentialing Center’s Commission on Accreditation, has approved this event activity for 4 hours of CNE credit.
- This credit is offered after 100% participation in Leadercast’s 2017, Powered by Purpose event.
- Nurse attendees contact hours will ONLY be recorded when attendees sign in via the Leadercast app and utilize the Leadercast passcode.
- **Sign in is MANDATORY to obtain credits and will be available through our Leadercast app.** (If you are unable to access the Leadercast app, please see troubleshooting below.)
- The cost for Nursing CNEs is free.
- Within six weeks following the event, Leadercast will provide a certificate of attendance to the email registered by the attendee when applying via the Leadercast app.
- It is the attendee’s responsibility to report their hours to the Alabama Board of Nursing, and attendees must leave the provider number blank on your individual transcript.

### Note: Credits for Flex Broadcast Participants

- Flex host sites have the ability to offer CEU’s from May 5, 2017 – December 31, 2017.
- Attendees must sign in via the Leadercast app and utilize the Leadercast passcode to verify their attendance.
- **Sign in is MANDATORY to obtain credits and will be available through our Leadercast app.** (If you are unable to access the Leadercast app, please see troubleshooting below.)
- The cost is free.
- Within six weeks following the event, Leadercast will provide the appropriate certificate and/or activity codes and corresponding directions directly to the email registered by the attendee when applying via the Leadercast app.
- It is the attendee’s responsibility to login to their respective accounts and utilize their code or certificate in order to obtain their CEU credits.

### Troubleshooting: Event Day Sign-In Troubleshooting

- If you have any app related issues please visit <https://www.leadercast.com/pages/ceu> to sign in and verify your attendance (link will NOT be active until May 5, 2017).
- You must sign in via the Leadercast app or link in order to obtain CEU credits