


Resources for learning about and implementing Requirement #3

<http://www.asha.org/CE/for-providers/admin/Resources-for-Implementing-Requirement-3/>



AMERICAN
SPEECH-LANGUAGE-
HEARING
ASSOCIATION

Making effective communication,
a human right, accessible and achievable for all.

[CAREERS](#) | [CERTIFICATION](#) | [PUBLICATIONS](#) | [EVENTS](#) | [ADVOCACY](#) | [CONTINUING EDUCATION](#) | [PRACTICE MANAGEMENT](#) | [RESEARCH](#) | [MEMBER CENTER](#)

In This Section:

- [Find an ASHA CE Course](#)
- [Search all CEU Courses](#)
- [Request an ASHA CE Registry Transcript](#)
- [Information for ASHA CE Providers](#)
- [See What's on Your ASHA CE Registry Transcript](#)

Home > Continuing Education > ASHA CE Provider Information > CE Administration

Resources for Implementing Requirement 3

The ASHA Continuing Education Board (CEB) is committed to ensuring that courses are planned, delivered and marketed in an open and transparent manner. Instructional personnel and planner disclosure, financial and in kind support disclosure, and indicating whether a course is focused on one product or service all contribute to transparency between course planners, instructors, providers and learners. The following are resources to help you understand and meet our transparency requirements. The deadline for submitting the [Addendum Application form](#) for compliance is July 1, 2012.

Requirement 3 and Background

- [Requirement 3: Transparency in Course Planning, Delivery, and Marketing](#)
- [Why Requirement 3 Was Developed](#)

Required Practices—Explanation and Samples

- [Course Content Disclosure \(3.1\)](#) (what must be disclosed, required practice, sample disclosure forms)
- [Instructional Personnel/Planner Disclosure \(3.2\)](#) (what, who, when, and how to disclose, required practice, sample disclosure forms)
- [Course Financial and In-Kind Support Disclosure \(3.3\)](#) (what, who, when and how to disclose, required practice, sample disclosure forms)
- [Exhibits and Advertisements \(3.4\)](#) (what, who, when and how to manage exhibits and advertisements, and the required practice)


Additional Resources

- [Application Addendum](#)
- [Requirement 3 Webinars](#)
- [FAQs \(questions and responses about implementation of Requirement 3\)](#)
- [Plan and Develop Courses Using Requirement 3](#)
- [Key Terms Defined](#)
- [Transparency Scenarios \(from the 2011 ASHA Approved CE Provider workshop\)](#)

[Share This Page](#)


[Print This Page](#)

ADVERTISEMENT



[Advertise With Us](#)

FEATURED PARTNER



[Become a Partner](#)



What does transparency in course planning and delivery mean for you as a Presenter?

ASHA Approved CE Providers are implementing new processes to ensure transparency in course planning and delivery. Courses should be free of the appearance of or actual conflicts of interest (COI). If potential conflicts do exist they should be identified openly so that course participants may form their own judgments about your relationship as a presenter to the course content.

What to expect:

- You must disclose to the ASHA Approved CE Provider all relevant financial and nonfinancial relationships or lack thereof that pertain to the course content.
- If you don't provide disclosure information you are not eligible to present.
- Course promotional efforts will include a disclosure statement about you.
- You must alert the provider if there are any changes in your financial and nonfinancial relationships that occur after initial disclosure to the provider but prior to the presentation.
- You will disclose relevant relationships (or lack thereof) to the audience prior to the start of the course.

Transparency has the desired outcome of enhancing presentations. Ultimately the course participants know more about your background as the presenter and what experiences and professional relationships you bring to the course. This all works to your advantage in terms of highlighting the breadth of your knowledge and skills.

To find out more about presenter disclosures and to read presenter's frequently asked questions about transparency go to:

<http://www.asha.org/ce/for-providers/ResourcesForPresenters.htm>

What does transparency in course planning and delivery mean for you as a Course Participant?

ASHA Approved CE Providers are implementing new processes to ensure more transparency in course planning and delivery in order to promote balance, independence and openness in all CE courses. Courses should be free of the appearance of or actual conflicts of interest (COI). If potential conflicts do exist they should be identified openly so as a course participant you may form your own judgments about the presenter's relationship to the course content.

Instructional Personnel Disclosure: Disclosure of conflicts of interest is not new. Course presenters have always been required to disclose proprietary interests in products, devices and services. The new transparency processes involve more comprehensive financial and nonfinancial disclosures that are provided to course participants in course promotional materials as well as immediately prior to the course delivery.

Course Content Disclosure: What you are expected to learn in a course should also be transparent. You should know what information will be covered in the course prior to making a commitment to attend. If the course focuses on one product, device or service that should be disclosed in promotional or registration materials. The more you know about the course content, the better able you are to decide whether a course will meet your educational needs.

Focus of Course Content: Course content and presentation must focus on the science and/or contemporary practice of audiology, speech-language pathology, and speech, language, and hearing sciences, not the sale or promotion of products or services.

Financial and In-Kind Support: Organizations that have provided financial or in-kind support for the course will be identified.

Most of us consider ourselves savvy consumers when it comes to the items we purchase for our homes and families or the investments we make for our futures. Choosing a continuing education course is no different. You take courses to enhance your professional skills and knowledge and want to make certain that you're going to get good value for your time and money. Course content transparency and presenter disclosure can help you make informed decisions about courses offered for ASHA CEUs.

If you have any questions about transparency in course planning and delivery, contact ASHA CE at 800-498-2071.