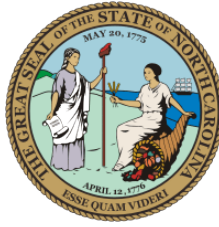


North Carolina Veterinary Medical Board



Information for Providers of Continuing Education

Continuing education credit for presentations should be requested by provider. Presentations need to be submitted by **mail or fax** (*if more than four (4) pages please mail*) **a minimum of 14 days prior to the presentation**, and sooner if you wish to advertise that your program has been approved by the Board. Please note that not all continuing education programs can be approved.

Providers seeking credit must provide an agenda or outline which includes presentation start and stop times, speaker names, location, and title & topic to be presented. Topic(s) must be related to the practice of veterinary medicine.

Continuing education credit is based on 1 hour (60 minutes) of lecture or lab attended. The Board does not approve attendance to exhibit halls or breaks.

The Board can only approve computer-based training presentations pertaining to the practice of veterinary medicine. Only three (3) hours of computer-based education may be used toward each renewal cycle.

Providers are required to present each attendee with a certificate showing proof of participation/attendance. Approval of future programs depends on compliance with Board requirements. Should any changes be made or future dates added, the Board will need to have prior notification of those changes.

NCVMB
1611 Jones Franklin Rd., Suite 106
Raleigh, NC 27606
(919) 854-5601
Fax: (919) 854-5606

North Carolina Veterinary Medical Board

1611 Jones Franklin Rd., Suite 106, Raleigh, NC 27606

Phone: (919) 854-5601 Fax: (919) 854-5606

Provider Approval Request Form - CE Credit

Request for CE credit approval must be submitted fourteen (14) days prior to the presentation. The Board is not required to approve CE credits after a presentation has already taken place. Please submit this form, a copy of the speaker's brief Bio, and an agenda/outline showing times of presentations and breaks. *If more than four (4) pages, please mail.*

Name of Company: _____

Person making request: _____
First Last

Address: _____
Street / PO Box / Apt. No.

City State Zip

Telephone No.: () - E-mail: _____

Number of CE credit hours: _____

• Request for CE program to be ongoing: Yes No

• If ongoing from (date) _____ to _____

❖ If "yes", please keep NCVMB updated on new dates & locations

Sponsor's name/Company's name if different from above:

CE Program: by invitation only

open to the public

(If open to the **public**, contact information required if different from above)

(P)

(F)

(website)

(contact person)

(email)

Program Title: _____

Topic of program: _____

Speaker(s) name: _____

Date(s) and Location(s):

Date	Location (City & State)

Method of Delivery: *Check appropriate box or boxes*

- Classroom Presentation only Classroom presentation providing:
 Breakfast
 Lunch
 Dinner
- Computer-Based Presentation
(Includes webinars, web conferences, etc.)
- Teleconference Presentation
(Considered computer-based)

NOTE: Processing time is approximately two (2) weeks.