



Oklahoma Psychological Association

"Thinking Psychologically, Serving Responsibly"

CONTINUING EDUCATION CERTIFICATION PROCEDURE

If you are interested in obtaining continuing education certification for your program through the Oklahoma Psychological Association, you may request an application packet from the person below. Hours from OPA approved workshops can be used by Oklahoma psychologists for licensure renewal requirements.

Contact:

Dana D. Foley, Ph.D.
Veteran's Affairs Medical Center
921 N.E. 13, #116A
Oklahoma City, OK 73104
Fax: (405) 456-1523
Telephone: (405) 456-5171

The following materials will need to be submitted.

1. A completed and signed application form (in the packet).
2. A detailed and accurate schedule of activities with times clearly indicated. Be certain your documentation indicates any breaks or adjournments, as credit cannot be awarded for such time.
3. Vitae and/or other documentation of the presenters' special qualification or expertise. Please be certain to document the presenters' licensing (what type of license, by what agency, etc.).
4. Adequate descriptions of program content and learning objectives.
5. A copy of the program evaluation form (Category A only).
6. Payment schedule as follows:
 - * a review fee of \$100.00 per program or event for agencies and non-OPA members
 - * a review fee of \$40.00 per program for application from OPA members
 - * no review fee if the seminar is offered free of charge to psychologists



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APPLICATION FOR APPROVAL OF CONTINUING EDUCATION ACTIVITY

Sponsoring Organization/Individual: _____

OPA member? (applies to individual application only) YES NO

Address: _____

Telephone: _____

Category Approval Requested: _____ (A or B)

Will the program be free of charge to psychologists? YES NO

Activity Title: _____

Location: _____

Date: _____

Clock Hours: _____

Presenter(s) (Name, academic degree, profession, and whether licensed):

(attach additional sheets as necessary)

On separate sheet(s), please provide a brief summary of the content of the activity, the learning objectives, description of format/teaching method, and credentials of presenter (vita is acceptable). If more than one session or workshop is included in the activity, this documentation must be provided for each session and presenter. An accurate schedule of activities, including any break periods, must be provided for verification of clock hours. A copy of any brochure or other advertising, as well as a workshop program must be provided as soon as available.

"I certify that the information provided is accurate. I agree to abide by the conditions of continuing education approval as established by the Oklahoma Psychological Association."

Sponsor/Presenter Date

Checks for fees should be made payable to: Oklahoma Psychological Association