

How learners are notified of satisfactory completion requirements prior to their participation in an activity?

Learners will be notified in advance of the CE activity, regarding the satisfactory completion requirements and this information will also be on our website. The Education Specialist will ensure that Berkshire AHEC adheres to the accreditation criteria and requirements of our accrediting boards by ensuring that the following statement is included in all promotional materials, in every packet at educational activities and included on Berkshire AHEC's website:

“To receive verification of successful completion of credit hours and contact hours, participants are expected to sign in and out, attend the entire program, and complete an evaluation. Participants will not receive a certificate of completion until payment has been received. If payment is not received two days prior to the event, the certificate may not be presented at the event and the participant will be expected to pick up their certificate from Berkshire AHEC.”