

Title of Activity: _____

Intended Learning Outcome: _____

CONTENT (topics)	TIME FRAME (if live)	PRESENTER/AUTHOR	TEACHING METHODS/LEARNER ENGAGEMENT STRATEGIES
Provide an outline of the content. <i>(add extra rows to table as needed)</i>	Approximate time required for content		
1.			
2.			
3.			
4.			

☐ Please list the current evidence-based references (no older than 7 years) used for developing this educational activity on a separate page.

Contact Hour Calculation: Contact hours may be calculated to the hundredths (i.e. 1.25, 0.9, etc.). Contact hours may not be rounded up (i.e. 100 minutes = 1.66 contact hours, not 1.7). Welcome, introductions, breaks and viewing of exhibits are not included in the calculation of contact hours. Note: Time participants will spend evaluating the learning activity may be included in the total time when calculating contact hours.

☐ If Live: Total Minutes ____ divided by 60 = ____ **contact hour(s) to be awarded**

☐ If Enduring or blended*: **Estimated Number of Contact Hours to be awarded: ____contact hour(s)**

*Must indicate method of calculating contact hours:

☐ Pilot Study ☐ Historical Data ☐ Complexity of Content ☐ Other (describe): ____

Completed By: (Name and Credentials) _____

Date _____

Nurse Planner Signature (required): Completion of the line below serves as the electronic signature of the Nurse Planner attesting that s/he was actively involved in planning, implementing, and evaluating this continuing education activity and to the accuracy of the information within this document

Typed or Electronic Signature: Name and Credentials (Required) _____ Date _____