Continuing Education Credits





Continuing Education(CE)

Why?

CE credits are needed to remain in good standing with RABC.

Who?

Approved Reflexology Practitioners and RABC Reflexology Teachers.

When?

CE credits must be submitted every 3 years.



Ways to get CE Credits

Go to reflexologyofbc.com/applications--forms

Click "CE Credit Program Information"

Credit Categories:

- Learning Activities (publications, attendance at workshops, etc.)
- RABC-related (attendance or presentation at meetings)
- Volunteering
- Teaching Activities
- Self-Care and Business/ Personal Development



Completing the Form

Go to "reflexologyofbc.com/applications--forms"

- Click "CE Credit Reporting Form".
- Save form to your desktop, enter details.
- SAVE AS, and label file with your name and date.
- You can also print and complete manually, then scan at home in PDF form.
- Email completed form to: enquiry@reflexologyofbc.com



Reflexology Association of British Columbia

Email to: enquiry@reflexologyofbc.com - Phone 604-435-8325

CONTINUING EDUCATION CREDITS (CEC) REPORTING FORM

Instructions

- Documentation of your credits is required at the end of every 3-years, and due to submit in January at the end of 3rd year;
- For more information on credit requirements, see page 1;
- Membership Fees are due annually in January, before January 31st, CE Credits are due every 3-years;
- To complete this form electronically: SAVE to your desk top, enter details, then SAVE AS, label file with your name & date;
- You may also print and complete manually, then scan at home in PDF, or scan at your local office supply store and email;
- Email your completed CE Credit form to enquiry@reflexologyofbc.com
- If submitting your completed CE Credit form by post, please mail early January to the address posted on the Reflexology
 Association of BC's website; www.reflexologyofbc.com
- Failure to submit the required number of CE Credits will result in membership change to Associate Member, however, reasonable consideration will be given on an individual basis;
- KEEP the ORIGINAL documents for your own records as you may be asked to submit a copy of each activity;
 The Membership Director reserves the right to approve or deny any and all submitted continuing education credits

Email: Date:					
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Year of 3	Submission:	Credits in Total:	rear you became	e an Approved Me	ember
Please e	nter below:	Date, Credit Category #, Credit Activity	Hours Attended,	No. of Credits, and	Verified By
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CE Credit Documents

- Keep documentation of your credits earned but do not submit (only submit if asked to).
- If you forget when your CE credits are due, check your last membership payment receipt.
 - This will be on the receipt that you received from RABC via email.



How Many Credits?

- Approved Reflexology Practitioners:
 - ≥30 CE Credits due every 3 years
- RABC Reflexology Teachers:
 - ➤ 42 CE Credits due every 3 years

Thank you!



Email: enquiry@reflexologyofbc.com