



# Continuing Education Certificate of Completion

## National Environmental Health Association

Name of Program: BAC(k) to Basics

Location: N/A

Dates: 5/12/2022

Total Number of NEHA Authorized CE Contact Hours: 1

### STEP 1. Name and Address of Attendee

Name: \_\_\_\_\_ Date Completed Training \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Email: \_\_\_\_\_

NEHA Membership Number (if applicable): \_\_\_\_\_

NEHA Credential ID Number (if applicable): \_\_\_\_\_

### STEP 2. Competencies

Please list the new competencies you have developed.

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### Step 3. Total CE Hours

Number of Hours attended: \_\_\_\_\_


(-) Breaks/Lunches: - \_\_\_\_\_

(-) Dinners: - \_\_\_\_\_

(-) Business Meetings - \_\_\_\_\_

Total CE Hours: = \_\_\_\_\_

### Step 4. Completion Verification (Representative from Pre-Approved CE Program, please sign below)

SIGNATURE:  \_\_\_\_\_ Brittany Saunier, PFSE Executive Director

### Step 5. Submission Instructions

#### 1. If you are credentialed with NEHA:

- ✓ Log into your My NEHA account using your email address as your login ID.
  - ✓ On the right side of the screen, look for "Credentials & Exams". Then click on "Report CE Credits".
  - ✓ Complete the Self-Report CE Credits form.
- Retain this form for your records. In the event you are audited this form will serve as your proof of attendance.

#### 2. If you are currently not credentialed with NEHA:

- ✓ Retain this form for your records. This form will serve as your proof of attendance.