

This side by side is intended to help you design continuing education (CE) program promotional materials that comply with *NBCC Continuing Education Provider Policy* (Policy) when applying for single program approval. The information on the right-hand side corresponds to the numerical references located on the fictitious sample on the left-hand side. The green numbers on the sample should not appear on real promotional materials.

Fictitious Sample

1 Introduction to Play Therapy Program Agenda Total CE Credit Hours Available: 3	
2	9–9:15 AM Introduction/Overview of the Program Learning Objectives (Lecture)
	9:15–9:45 AM The Function of Play (Lecture) <ul style="list-style-type: none"> • History and Development of Play Therapy • Neuroscience and the Developmental Importance of Play
	9:45–10:15 AM Directive Play Therapy (Lecture) <ul style="list-style-type: none"> • Overview 3 • Interventions for Use in Clinical Practice <ul style="list-style-type: none"> ○ Therapeutic Rapport-Building Activities ○ Activities to Promote Developmentally Appropriate Introspection and Communication of Needs ○ CBT Approaches and Directive Play Therapy Interventions
	10:15–10:45 AM Practice Directive Play Therapy Interventions and Debrief in Dyads (Experiential Learning Activity) 4
	10:45–11 AM Break (Not Included in CE credit hours) 5
	11–11:30 AM Non-Directive Play Therapy (Lecture) <ul style="list-style-type: none"> • Overview • Interventions for Use in Clinical Practice <ul style="list-style-type: none"> ○ Tracking ○ Reflection ○ Esteem Building ○ Limit Setting
	11:30 AM–12 PM Practice Non-Directive Play Therapy Techniques and Debrief in Dyads (Experiential Learning Activity)
	12–1 PM Treatment Planning and Selection of Play Therapy Interventions (Lecture) <ul style="list-style-type: none"> • Play Therapy Interventions and SMART Goals • Documenting and Communicating Treatment Progress • Family and/or Support System Involvement in Treatment • Multicultural Considerations
	1–1:15 PM Question and Answer (Group Discussion)
	1:15–1:30 PM Completion of Evaluations (Not Included in CE credit hours) 6

1. Include the CE program title.
2. List specific time frames or the number of minutes that will be allocated to each topic or learning activity listed on the agenda.
3. Include a brief description of the content that will be covered during each time frame.
4. Identify the teaching methodology that will be used to present and/or reinforce the program content (e.g., lecture, group discussion, experiential learning).
5. Clearly identify the length of all breaks and/or lunches.
6. Activities that are affiliated with the program but do not qualify to be offered for NBCC credit may be identified on the agenda; however, the agenda should clearly show that the Provider is not seeking to offer the non-qualifying activity for NBCC credit (e.g., time spent completing evaluations). *See additional tip below.

Additional Tips

- Closely review *NBCC Continuing Education Provider Policy* (Policy) Section I.1 for further explanation on how to calculate NBCC credit and issue to participants.
- *Consistent with Policy Section I.1 requirements, NBCC credit may not be awarded for time that does not involve the presentation of qualifying content. Qualifying experiential activities and group discussion that are integrated throughout a structured CE program may qualify to be offered for NBCC credit as long as these activities support the learning objectives. Breaks and lunches may not be included in the number of NBCC credit hours offered for completion of a CE program.
- Asynchronous activities that are associated with a live, interactive CE program may not be included in the number of NBCC credit hours offered for completion of the program (e.g., time spent reading materials associated with the program).

Related Resources

- [Tips for Preparing a Single Program Application](#)
- [Tips for Providers Designing Promotional Material for SP Approval](#)

Introduction to Play Therapy

Program Agenda

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 - Neuroscience and the Developmental Importance of Play
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- Overview
 - Interventions for Use in Clinical Practice
 - o Therapeutic Rapport-Building Activities
 - o Activities to Promote Developmentally Appropriate Introspection and Communication of Needs
 - o CBT Approaches and Directive Play Therapy Interventions
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- 10:45–11 AM Break (*Not Included in CE credit hours*)
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