



# Provider Continuing Education Tracking Record

Provider/Employee Name:

Certification Period (MO/YR)

to

## Service Provided

**Case Management** – A case manager shall obtain and provide evidence of eight (8) hours of continued education relating to the delivery of case management services during each year of certification.

**Individual Habilitation Training** – A provider of individual habilitation training shall complete eight (8) hours of continued education in any of the following areas: specific disabilities or diagnosed conditions relating to the population served; writing measurable objectives; gathering and using data to develop better training programs; or training modules posted by the Division.

Please attach a copy of the training certification or agenda for each educational opportunity listed.

Educational Opportunity	Instructor	Date(s)	Hours
Total Hours			

Provider's Name (please print)

Provider's Signature: \_\_\_\_\_ Date: \_\_\_\_\_