A national certification program serving assisted living, CCRC, and other senior housing professionals

CEU TRACKING FORM

Please use this form to track your 22 CEUs required to maintain your RHP and RHP Fellow certification status every two years. Return this form to the RHP Program Office along with your recertification application and recertification fee at the end of the two-year period.

The RHP Program has developed a variety of opportunities for graduates to earn CEUs towards recertification:

- ✓ ATTENDANCE AT SEMINARS/CONFERENCES--every 1 hour attended = 1 CEU (no max.)
- ✓ PAID PROFESSIONAL CONSULTING--4 hours = 1 CEU (max. of 4)
- ✓ ATTENDING UNIVERSITY COURSES--1 semester (3 credit hour course) = 6 CEUs (no max.)
- ✓ TEACHING UNIVERSITY COURSES--every 2 hours = 1 CEU (max. of 10)
- ✓ PRESENTATIONS--every 2-hour presentation = 1 CEU (max. of 10)
- ✓ CMP MENTORING--every 1 person assigned = 1 CEU (max. of 5)
- ✓ CMP REVIEWING--every 1 CMP reviewed = 3 CEUs (no max.)
- ✓ WRITING AN ARTICLE FOR A NEWSLETTER OR MAGAZINE--each article – 1 CEU (max. of 5)
- ✓ REVISING OR CONTRIBUTING TO THE DEVELOPMENT OR CREATION OF AT LEAST ONE CHAPTER IN A NEW PUBLICATION --5 CEUs (max. of 10)
- ✓ PARTICIPATING IN A CCAC REVIEW TEAM OR A FACILITY UNDERGOING THE PROCESS--1 site = 5 CEUs (no max.)
- ✓ SELF STUDY COURSES-- every 1 hour = 1 CEU (max. of 10)
- ✓ SERVING AS A MEMBER OF A NATIONAL, STATE, OR LOCAL BOARD/TASKFORCE—1 year term = 3CEUs (max. of 6)
- ✓ DEVELOPING AND PRESENTING A TESTIMONY FOR A LEGISLATIVE HEARING = 1 CEU (max. of 4)

Be sure to include the name of the program, its location (i.e., city, state) and the number of actual classroom hours for each.

Date	Course Title	Were You a Speaker or an Attendee	Location	# of Hours

Total Number of CEU Hours Earned