

CONTINUING EDUCATION: WSASP CLOCK HOURS

WSASP is an OSPI approved provider for continuing education clock hours for individuals holding at least initial educational certification status in Washington State. Fifteen clock hours are the equivalent of one university credit.

WSASP sponsored events offer clock hours at NO COST. (Membership dues and volunteer labor of board members make this possible!!)

Examples of events include: WSASP annual conferences and summer institutes combined state/provincial conferences of which WSASP co-sponsors and NASP conferences.

WSASP CANNOT provide clock hours for events that are sponsored by another Washington State approved provider. This is considered a conflict of interest. Educational School Districts are commonly approved providers. Also, many professional educational associations are also approved providers.

WSASP CAN provide clock hours for a variety of events (e.g. workshops, presentations, and conferences). Some examples of these events not mentioned above include:

- School psychology sponsored or co-sponsored regional functions.
- Professional functions.
- Individual district or school functions.

Requirements for obtaining WSASP approved provider of clock hours for functions that are not being advertised as sponsored by WSASP or another Washington State Approved provider include the following:

- 1) The intent of the function is to instruct on a topic pertinent to professional development of a school psychologist. Clock hours cannot be provided for business meeting, break or eating times.
- 2) Clock hours cannot be requested/approved for any function being offered less than three hours. If the function is only three hours, it cannot be approved if offered in more than two sessions.
- 3) Requests to WSASP for clock hour approval of an event need to be presented ONE MONTH prior to the commencement of the event.
- 4) The request needs to be complete and receive WSASP board approval (a quorum of the board) prior to the commencement of the event.

Procedures for requesting/obtaining clock hour approval for events not publicized as being sponsored by WASP:

- 1) Submit a written request to the Clock Hour Chair (one month in advance of the event) that includes the following information:
 - a) Dates/times of the event (a copy of the brochure/flyer is most helpful)
 - b) Topic(s) of the event
 - c) Name of presenter(s)/sponsor(s) of the event
- 2) The CH Chair will present information to the WSASP board for approval with a request for a vote of approval/disapproval and/or need for additional information.
- 3) Upon approval, the CH Chair will provide the procedures/paperwork either at the event or to a designee attending the event.
- 4) The CH Chair will maintain a list of individuals who have been awarded WSASP clock hours for a period of seven years.
- 5) It is the responsibility of the individual certificate holder to keep a copy of the clock hour confirmation provided and report such to OSPI.

This is a brief overview one of the ways in which WSASP supports continuing education and professional development of educators in Washington State, particularly school psychologists. For further questions please contact the current chair:

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