****

## Bridging the Human Resource/Operations Gap

## *Wednesday, April 12th, 2017*

*1:00 – 3:00 pm Eastern*

**Continuing Education Credit Distribution**

This system eliminates the need for participants to submit additional files to WEF by fax, mail or email. Utilizing this system will ensure that WEF has the necessary documentation for attendance audits by various licensing agencies, and will enable WEF to maintain status as a continuing education provider.

**Attendees interested in** **continuing education credits** should click this [**link**](http://www.wefnet.org/onlinewebcast/EVForm.aspx?id=mtmpp), complete and submit the online evaluation form in order to receive a certificate of attendance.

* Once you have successfully completed the online **evaluation form** and clicked the submit button, you will automatically receive an email containing a link to a PDH certificate.
* Attendees will be responsible for entering their name and number of credits earned into this document before printing.

* **PDH Credits** are issued at **1.0** credit for every **session hour** and should be assigned correctly on each certificate.

* Many states will require a **site monitor’s signature** as confirmation of attendance. If you do not have a site monitor, you may have your HR representative or supervisor sign this certificate.

***Please note:*** *Many states differ in the types and/or numbers of credits they will approve for educational events.* ***Participants are responsible for exploring their state requirements and for ensuring that WEF credits are accepted by their state licensing agency.***

WEF continues to work toward improving our Continuing Education Program. Our goal is to meet your needs while simplifying the process for all of our participants. We welcome any suggestions you may have for improving the webcast follow-up system. Please contact webcasts@wef.org with any questions or comments regarding this webcast.