

# CONTINUING EDUCATION

## **Introduction**

The Michigan Environmental Health Association (MEHA), as an association of health professionals, has among its responsibilities the assurance of the competency of its membership. Improved technology in the methods of disease prevention plus the continuous discovery of new environmental health hazards demand that environmental health professionals remain “up-to-date” on past, present and future public health concepts.

Each member as a “professional sanitarian” has a responsibility to remain current in the profession. This responsibility demands maturity, honesty, dedication and personal motivation.

This continuing education program is voluntary and offered as a service to the current membership of MEHA. The intent of this service is to assist professional sanitarians to:

1. Continually improve the quality of environmental health services available in the state of Michigan.
2. Keep abreast of new and changing technology in disease prevention.
3. Increase assessment capabilities of newly recognized environmental health hazards.
4. Provide expertise in the development and implementation of environmental health programs to meet the needs of the community.
5. Develop a method of evaluating their expertise.
6. Demonstrate and ensure to the consumer the level of professional commitment to quality professional services.

## **Continuing Education Units and Requirements**

Continuing education units (CEU's) will be granted on the basis of one (1) CEU for each hour of approved training time. The continuing education program will be operated on a calendar year basis. The committee shall review the submitted evidence, and if acceptable, award CEU credits. Course participation and documentation must be submitted within sixty (60) days of completion of the activity to the CEU committee for review. Participants earning 25 or more CEU's will receive a certificate acknowledging their meritorious effort at the Annual Education Conference.

### **A. Definition**

Educational opportunities which contribute to furthering the knowledge and development of the environmental health professional.

### **B. Eligibility**

Applicant must be a current MEHA member, excluding student category, and credit is not awarded retroactively upon obtaining membership.

### **C. Criteria**

The continuing education activity must meet certain criteria in order for CEU's to be granted

1. The program must be presented by knowledgeable persons who are qualified by having one of the following:
  - a. specialized training in the subject matter
  - b. experience in teaching the subject
  - c. experience in working in the subject areas
2. The program must be a minimum of one contact hour
3. The program must have a mechanism to validate participation and/or attendance

D. Examples

MEHA conferences, regional training sessions, formal training courses, home study courses, seminars, workshops, in-house training and other professional training, as well as academic course work.

E. Application submittal

The continuing education application must be used when applying for CEU's. This can be downloaded from the web-site or can be faxed to you from the MEHA office. The submittal must include a description of the program's applicability to the environmental health profession and in particular, your position. A copy of the program's agenda shall accompany the application as well as documentation of participation, and demonstration whether learning occurred or not. The mechanism may include, but is not limited to, successfully completing and passing written test or satisfactory performances.

1. Program sponsors are encouraged to submit completed applications prior to the program, followed by participation documentation such as attendance sheets. Submittal of participation documentation must be within sixty (60) days following completion of the program.
2. Individual submittals must include the completed CEU application and documentation of participation. These materials must be submitted within sixty (60) days following completion of the program. Participation documentation may include agendas, course syllabus, flyers, and announcements together with a receipt for program fees or an attendance list. A copy of transcripts or certificate must support successful completion of academic course work.
3. Training programs should have specific written objective(s), which describe expected outcomes for the participants.

## **Continuing Education Committee**

The Board of Directors of the Michigan Environmental Health Association (MEHA) appoints a Continuing Education Committee, which represents its membership from the public and private sectors. The charges to the committee are:

1. Review CEU applications and maintain a record of credits awarded to members. The food CEU's earned will be separated from the general CEU's earned. These records shall be retained for two years.
2. Utilize the CEU display board at all MEHA sponsored educational training sessions.
3. Publish CEU updates and CEU applications in the quarterly newsletter and on the web page.
4. Provide innovative means to achieve CEU's for those unable to attend training sessions and conferences.
5. Submit an annual report to the association by February 15<sup>th</sup> of each year.

## **Mailing Address**

Sponsors and members should mail all applications and inquiries to:

Michigan Environmental Health Association  
Continuing Education Committee  
P.O. Box 13276  
Lansing, Michigan 48901

## **Committee Members**

**(We are still looking for someone from the private sector to be on our committee!)**

Chairperson:     Barbra Nickels  
                          Genesee County Health Department  
                          810-257-3159

bnickels@co.genesee.mi.us

Members: Jim Drews  
Wayne County Health Department

Ruth Taylor  
St. Clair County Health Department

Michelle Mader  
Oakland County Health Department

Board Liaison Kevin Besey  
Michigan Department of Agriculture

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