



# K12 Education

## How-To Claim Continuing Education and Professional Development Credits



ECHO Idaho provides high-quality, easily accessible, relevant, and free continuing education and professional development for health care professionals and educators in Idaho. This guide is intended to help you claim the type of credit that fits your professional role.

### Credit Types Explained

- **Dual-licensed professionals seeking Continuing Education (CE/CME):**  
All Pupil Service Staff in Idaho are required to complete six credits for certification renewal or provide a current occupational license issued by the appropriate Idaho state licensing board to the State Department of Education. For participants seeking credits to apply to their healthcare license refer to [ECHO Idaho's Continuing Education](#) page for additional information regarding CE/CME credits by profession. Claim credit for attending any of ECHO Idaho's sessions.
- **Professional Development (PD) Credit for Educators:**  
Participation in 15 live and/or asynchronous sessions is equivalent to one (1) semester credit hour. Participants will have the opportunity to earn two (2) semester credit hours by attending 15 sessions. Credits are offered in partnership with the College of Education, Health and Human Sciences and will be transcribed through the University of Idaho. Please follow the steps below for this type of credit.

Note: Participants seeking PD for educators must complete all steps below no later than 7/1/2024.

### Step 1. Registering with ECHO Idaho

Please register [here](#). During registration you will select the series you are interested in attending – see below\*\*. Once registered you will receive day-of-session emails that contain session information, a zoom link to participate, and information for claiming PD credits for Educators and CE/CME credits for dual-licensed professionals. You can also opt to receive a weekly digest email that has information on how to join all the sessions going on during the upcoming week.

- ☐ Counseling Techniques for Substance Use Disorders (1st/3rd Thurs., noon - 1 p.m. MT)
- ☐ Infectious Diseases in the News (1st/3rd Tues., noon – 1 p.m. MT)
- ☐ Opioids, Pain, and Substance Use Disorders (2nd/4th Thurs., 12:15 - 1:15 p.m. MT)
- ☐ Viral Hepatitis and Liver Care (2nd/4th Mon., noon – 1 p.m. MT)
- ☐ K12 Education: Behavioral Health (2nd/4th Tues., 4-5 p.m. MT)  
(Starting Sept. 26)
- ☐ K12 Education: Substance Use Prevention and Treatment (1st/5th Tues., 4-5 p.m. MT)  
(Starting Oct. 3)
- ☐ K12 Education: School Nurses (2nd Wed., 4-5 p.m. MT)  
(Starting Oct. 11)
- ☐ K12 Education: Suicide Prevention (TBD)

\*\*Sessions offered by programs in red box qualify for Educator PD credit.  
*NOTE: See page 3 for the schedule of the K12 Education sessions.*

## Step 2. Participating in sessions and claiming credit

Participate and claim credit two different ways:

- A. Join a live session (synchronous learning) using the zoom links provided in ECHO Idaho's emails, and/or
- B. Watch recorded sessions (asynchronous learning).

ECHO Idaho uses [eeds](#), an online Continuing Education (CE) management application, so that ECHO participants can claim credit for both.

### Following a live session (synchronous), follow these steps to claim credit in eeds:

- A. In the day-of emails and throughout each ECHO Idaho session, you will receive an eeds **Sign-in Code** specific to that day's session. On the [eeds sign-in page](#) and use the sign-in code:
  - You will be asked to provide an email and verify your last name.
- B. Once signed in, claim CE by selecting **Complete Course Evaluation** in the To-Do list (or under "What would you like to do now?" See asynchronous sessions below).
  - Note: The CE certificate will not be available until the course evaluation is completed.
- C. Download and save your certificate.
  - Select **View/Print Attendance Certificate** from the To-Do list (What would you like to do now?), digitally sign and specify the amount of credit you are claiming. For educators you must have attended the full hour of the session to claim credit and will therefore report 1.0 in this field.

View Certificate  
Step 1: Claim Credits

Education Provider: Credits Earned via Electronic Sign-in

ECHO Idaho

Available Credits  
1.0 AMA PRA Category 1 Credits™

By my signature, I attest that I am claiming only the hours that I actually spent in the educational activity.

*Jane Vondel, MD*

Do you wish to claim the full amount of hours available to you?

No, I will claim less Yes, I claim the maximum

Click in the blank space above the signature line and your digital signature will appear.

### Receiving credit for watching asynchronous ECHO sessions, follow these steps:

- A. While participants are encouraged to attend live sessions, all K12 Education sessions will be recorded and available upon request by email. Please email [echoidaho@uidaho.edu](mailto:echoidaho@uidaho.edu) and ask for information about accessing ECHO Idaho's K12 Education recorded sessions.
- B. ECHO Idaho will email you a document with links to recorded sessions as seen below.

ECHO Idaho K12 Education Schedule		
Session Dates	Topic	Link to Session
K12: Behavioral Health		
9/26/2023	Behavior 101 - Defining "Behavior"	<a href="#">Go to Session</a>
10/10/2023	The Science Behind the Contemporary Child's Brain	Go to Session Not yet available

Click "Go to Session" and you will be redirected to eeds.

C. In eeds, click on “Continue to Enduring Materials.”

ENDURING MATERIAL  
Differential Diagnosis - Part 1

View Activity Info Enter Basic User Info View Content Take Post Test Create Account Done

Continue to Enduring Material

University of Idaho ECHO  
322 E Front Street, ste. 222C  
Boise, ID 83702

GENERAL INFORMATION

Active Dates	Estimated Completion Time
Thursday, April 27, 2023 - Wednesday, May 1, 2024	90 minutes
Conference Host	Conference Location
University of Idaho WWAMI Medical Education, Project ECHO	Virtual Conference Room
Conference Name	Provider
ECHO Idaho Pediatric Autism Quality Improvement Cohort 2023	University of Idaho, WWAMI Medical Education Program
Other Comments	
4/27/2023: Differential Diagnosis - Part 1 Featuring: Amy Francis, DO, St. Luke's Children's Center for Autism and Neurodevelopmental Disabilities Didactic PowerPoint: <a href="https://echo.unm.edu/sites/uidaho/download.hns?is=0233b45efeb628e2b5277d39170b7959">https://echo.unm.edu/sites/uidaho/download.hns?is=0233b45efeb628e2b5277d39170b7959</a>	

- You will be asked to provide an email and verify your last name and then be directed to the video to view.

D. View the recorded session and acknowledge viewing of recorded session using the post-test attestation of watching the recording.

E. Follow steps B & C above from “**Following a live session**” above to download and print your certificate.

### Step 3. Applying for Professional Development Credit

After completing fifteen (15) sessions from any of the K12 Education series (either live or asynchronous), you are eligible to receive one (1) semester credit hour (or two (2) semester credit hours by completing 30 sessions). Credits will be transcribed by the University of Idaho.

Complete [this form](#) to indicate the sessions you have attended. ECHO Idaho staff will verify your attendance and survey completion. Once attendance and survey completion has been verified, you will receive an email with a promotional code and final instructions on how to claim your credit via the University of Idaho.

## Resource for Tracking Attendance

Feel free to print this page to help track which sessions you attend.

<b>ECHO Idaho K12 Education Schedule and Attendance Tracking Sheet</b>		
<b>Date</b>	<b>K12: Behavioral Health *Tentative Topics 4:00-5:00 p.m. MT</b>	<b>Attended</b>
9/26/2023	Behavior 101 - Defining "Behavior"	
10/10/2023	Relationship Building How-To & Strategies	
10/24/2023	Supporting and Responding to Today's Students	
11/14/2023	De-Escalation Techniques	
11/28/2023	The Science Behind the Contemporary Child's Brain	
12/12/2023	Attachment and the Classroom Strategies	
1/9/2024	Function of Behavior	
1/23/2024	Sensory Behavior in the Classroom	
2/13/2024	Executive Functioning 1	
2/27/2024	Executive Functioning 2	
3/12/2024	Social Cognition and Skills	
3/26/2024	High Level Acuity of Behavioral Presentation	
4/9/2024	School-Based Trauma-Informed Practices	
4/23/2024	Current Changes in Youth Development	
5/14/2024	Social Media and Mental Health	
5/28/2024	Incentive Systems - Why They work	
<b>Date</b>	<b>K12: Substance Use Prevention and Treatment *Tentative Topics 4:00-5:00 p.m. MT</b>	<b>Attended</b>
10/3/2023	An Introduction to Substance Use Disorder Among Youth—Understanding Addiction and Promoting Cessation	
10/31/2023	Tools for an Effective Conversation about Vaping	
11/7/2023	The Role of Juvenile Justice and School Resource Officers in Substance Use Intervention and Diversion Programs	
12/5/2023	Co-Occurring Psychiatric Disorders in Youth	
1/30/2024	Family-based Substance Use Prevention and Intervention Resources	
2/6/2024	Screening & Assessment for Substance Use	
3/5/2024	Medication Management for Youth Substance Use Disorders	
4/2/2024	Engaging Community Partners to Support Substance Use Prevention and Treatment	
5/7/2024	An Idaho SUD Success Story: Reflecting on Achievements and Catalyzing Change for the Next School Year	
<b>Date</b>	<b>K12: School Nurses *Tentative Topics 4:00-5:00 p.m. MT</b>	<b>Attended</b>
10/11/2023	The Role of a School Nurse & Coordination of Care	
11/8/2023	IEP & Section 504 Review for School Nurses	
12/13/2023	Developing a Health Care Plan for Diabetes Management	
1/10/2024	Mental Health and Trauma Informed Care	
2/14/2024	Emergency Responses by School Nurses: Overdose and Severe Allergies	
3/13/2024	Emergency Responses by School Nurses: Stabilizing Injuries and Seizure Disorders	
4/10/2024	Immunization Compliance, Policies, and Misinformation in Schools	
5/8/2024	Impact of Legislative Updates and Changes to the Role of a School Nurse	