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### 2009-02-13 PCA Professional Development Report, Feb. 13, 2009

Pennsylvania Counseling Association

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**Pennsylvania Counseling Association  
Professional Development  
February 2009**

This report will highlight the activities of the Professional Development committee during the last three months. Activities include processing of CEU forms, responding to inquiries regarding website advertising, and consulting with other PCA members regarding budget requests. Details follow.

**PCA 40<sup>th</sup> Conference**

- The Pennsylvania Counseling Association 40<sup>th</sup> Annual Conference held October 24-26, 2008 provided 297.25 contact hours to 40 participants.
- Two of these participants requested CRCC contact hours and the remainder requested NBCC contact hours.
- A total of \$40.00 was collected from non-PCA members.
- The committee contacted each presenter to solicit feedback on whether she/he would like to receive copies of workshop evaluation forms. If requested, originals were mailed to the participant and a copy was retained.
- The committee consulted with NBCC and State Board of Social Workers, Marriage and Family Therapists and Professional Counselors to clarify the policy on whether or not presenters can obtain CEU contact hours for their own workshops. The outcome is summarized below.
  - The licensure board administrator replied that individuals who want credit for teaching a workshop must submit an application prior to actual workshop. This application (which requires a fee) has been posted to the PCA website.
  - NBCC stated that presentations may be used only once in a five-year period. Only actual presentation time may be counted. No hours are granted for preparation. A letter from the sponsor or professional colleague, and a summary of the evaluations from the events are required documentation.
    - Letters of sponsorship were sent to presenters from the PD committee
    - These letters will be prepared in advance for this year's conference

**Other CEU Processing**

- Two participants received CEUS from the Drug and Alcohol Interventions (offered by Greater Pittsburgh Counseling Association). The workshop took place on September 17, 2008.

### **Website Advertising**

- Two requests for advertising have occurred in this report period. One was in late December and we have not been able to connect with the requestor. We left another message the first week of February and hope to hear back soon. The second request is being processed.

### **Printer Quotes**

- At the 40<sup>th</sup> Conference, the Professional Development Committee spoke with Dr. Paul West, Dr. Maura Krushinski, and Dr. Holly Branthoover regarding the need for PCA to purchase an all in one printer for use at the annual conference.
- I contacted President Strano and President Elect Branthoover and received permission to conduct a search on cost effective, quality options
- The quotes were then submitted for review by the President and President Elect.

### **Current Efforts**

The Professional Development Committee is working to develop a new CEU form for the 2009 conference that will allow participants to easily record their CEU hours and allow the Professional Development Committee to process those hours in a timelier manner. The committee consulted with several PCA members including Joan Kaylor, who conducted a search on how other organizations conduct CEU processing. The draft of the new form is complete and will be shared at the meeting (if time permits)

Along with a possible new CEU form, the Committee would like to propose a revised procedure that will formalize the CEU processing that takes place at the PCA conference (i.e., implementing a structured schedule of times to drop off and pick up forms). In addition, a possible electronic option for CEU processing is also being explored. The PD committee (not an outside agency) would complete this work; thus, costs would not increase. Details will be provided at the upcoming meeting (if time permits).

Respectfully submitted,

Michelle Bruno, Professional Development Chair  
Angela Orbin, Professional Development Committee Member