

**Title:** SPONSORSHIP OR CE APPROVAL OF NON-SCHOOL OF NURSING CONTINUING EDUCATION OFFERING  
**Index #:** 20-08.03  
**Division:** ACADEMIC  
**Section:** CONTINUING EDUCATION  
**Effective Date:** 4/15/87

**Policy Statement:**

School of Nursing sponsorship and/or approval of a continuing education offering given by individuals or groups not employed by OHSU School of Nursing may be granted.

**Rationale for Decision:**

The School of Nursing supports continuing education in nursing and is willing to grant continuing education credit by approving offerings given by non-School of Nursing faculty.

**Implementing Procedures:**

<u>Responsible Party</u>	<u>Action</u>
Planner	1. Requests sponsorship or CE approval of offering from the Director of External Relations/Continuing Education.
Director of External Relations/Continuing Education	1. To determine if OHSU School of Nursing sponsorship or CE approval of offering is appropriate: 1. Requests that CE offering materials and completed CE Credit form be submitted at least one month prior to advertisement of offering for review for CE approval (see Policy 20-08.01: School of Nursing Continuing Education Courses). 2. Requests that approval of sponsorship is consistent with policy 20-08.01, using Exhibit 20-08.03A Sponsorship Request Form.  2. Notifies Planner of decision to sponsor or approve CE offering. See Exhibit 20-08.03B, CE Sponsorship Form

**NOTES:**

If the individual or group seeking CE credit wishes recognition through a specific governmental or voluntary agency, the agency should be contacted directly.

Reviewed by Academic Affairs: 1/08/03  
Revised: 11/28/01  
Revised: 7/02/01