

## ARRT CE Formula and Multiformat Guidelines

Following our October CE Consensus meeting, ARRT is looking into the challenges with ARRT CE Policies and Procedures to determine CE values. If the CE policies are used to determine the CE value for the same activity but in multiple activity types, the CE value varies per CE activity type. ARRT is requiring formula utilization to determine CE values to create consistency when determining CE credit and help resolve credit disparities. Having different CE credit values, CE activity titles, and CE activity expiration dates all cause issues with the credit distribution processes used to map CE content to the ARRT content outlines. While ARRT works on resolving the issues, CE Partners should determine which activity type receives the lower CE value and use that value for both activities if both activity types are being approved for the first time and this value should be used if the CE Sponsor is requesting a credit distribution.

1) CE values for live lectures and attendance monitored webcasts do not require to use of CE Formula to determine the CE value. (CE Policies and Procedures 2020/2021 - page 44)

2) The CE Formula will be used to determine CE values for activities that require a post-test that serves as proof of completion in place of having attendance monitoring

3) Addressing requests when a CE Sponsor wants to have a CE activity approved as multiple CE Activity Types:

**Scenario #1:** Approving an activity for the **first time in multiple formats** with the same reference number.

1) Determine the credit value following the appropriate CE Policy for each CE Activity Type.

2) Of the different CE activity types being evaluated for the same activity, the lowest CE value should be assigned to each of the multiple formats and be assigned the same unique identifying number (i.e., reference number). The CE Sponsor should apply the multiple format disclaimer for all of the activity types, so participants are aware they may not complete and report the same activity with the same reference number during a CE biennium or to meet CE requirements for CQR or structured education.

**Scenario #2:** Approving a CE activity that was **previously approved** and the CE Sponsor is **now requesting approval of the activity in a new format** and it will have the same reference number as previously awarded.

1) Determine the CE credit value for the new CE Activity Type being requested.

2) If the CE credit value will be more than the CE credit value awarded when the CE activity was first approved, assign the lower CE credit value to the new CE Activity Type and assign the same unique identifying number (i.e., reference number) to the new CE Activity Type. The CE Sponsor should apply the multiple format disclaimer for all of the activity types, so participants are aware they may not complete and report the same activity with the same reference number during a CE biennium or to meet CE requirements for CQR or structured education.

3) The other option is for the CE Sponsor to wait for the first CE Activity type to expire and then submit the CE Activity for approval in all formats being requested to align CE credit values.