NDTA 2024 Conference
How to get CE Credit

**Session Codes and Evaluations MUST be submitted
Through CIAO Seminars website
By the deadlines listed below**

PT/PTAs

Submit all session codes/evaluations by **Mon 04/22/24** at 5:00 pm CDT

- Attend **LIVE** sessions
- Login to CIAO website between 04/18/24 and 04/22/24 *instructions on next 3 pages*
- Complete an **Evaluation** for each session attended
- Enter **Session Code** for each session attended
- **NJ and TX PT/PTAs** complete Sign-In Sheets (posted with conference documents). Email or fax to CIAO.

OT/COTAs and SLPs

Submit all session codes/evaluations by **Mon 05/06/24** at 5:00 pm CDT

- Attend **LIVE** or view **Recorded** sessions
- Login to CIAO website between 04/18/24 and 05/06/24 *instructions on next 3 pages*
- Complete an **Evaluation** for each session attended/viewed
- Enter **Session Code** for each session attended/viewed

CONCURRENT SESSIONS

- **PT/PTAs***
  - Can attend ONE of each LIVE concurrent session for CE credit.
  - All individual sessions may also be attended LIVE for CE credit.
  - Maximum total CE hours available for PT/PTAs is ~~16.25~~. UPDATED to 18.25

- **OT/COTAs**
  - Can attend ONE of each LIVE concurrent session for CE credit.
  - Can view recording of any session (concurrent or individual) for CE credit.
  - Maximum total CE hours available for OT/COTAs is ~~24.25.~~ UPDATED to 26.25

- **SLPs**
  - Can attend ONE of each LIVE concurrent session for CE credit.
  - Can view recording of any session (concurrent or individual) for CE credit.
  - Maximum total CE hours available for SLPs is ~~24.25.~~ UPDATED to 26.25
  - Maximum total ASHA CEUs available for SLPs is 2.6

NOTE: The UPDATED CE Hours are for Judith Bierman's 2hr General Session *| NDT: Lifespan View Evidence from Hands-on Experts*.
          Please allow us time to add this session to the conference list.
          It should be visible by Friday afternoon when you log in to complete the evaluation and session code.

*PT/PTAs outside of the US may submit evaluations for live and recorded sessions completed.

Logging in to CIAO's Website

Using Chrome, Firefox or Safari

Go to www.ciaoseminars.com

Click Login

Enter your email and password,
Click LOGIN.

- email – the one you registered for the conference with
- password - try *ciaotemp* if you don't have one with CIAO

This will take you to **Client Services**
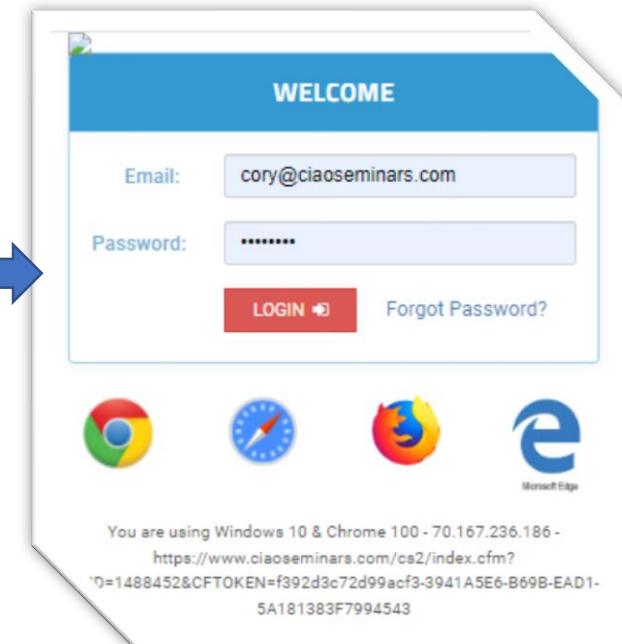
Entering Session Codes and Evaluations Pt1

Client Services

Check that your name and information are correct

Click Modify to make any changes to your info or password.
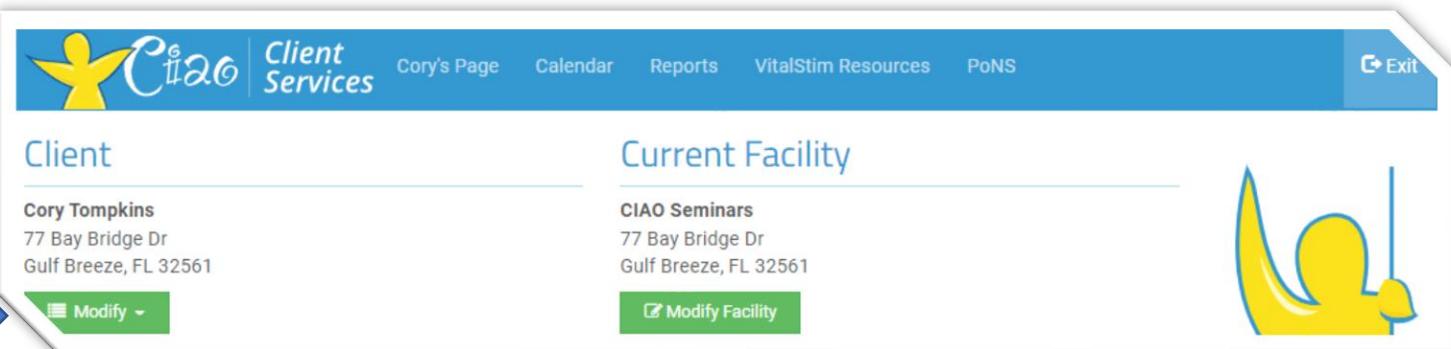
Click the conference title to enter the Main Course Menu page
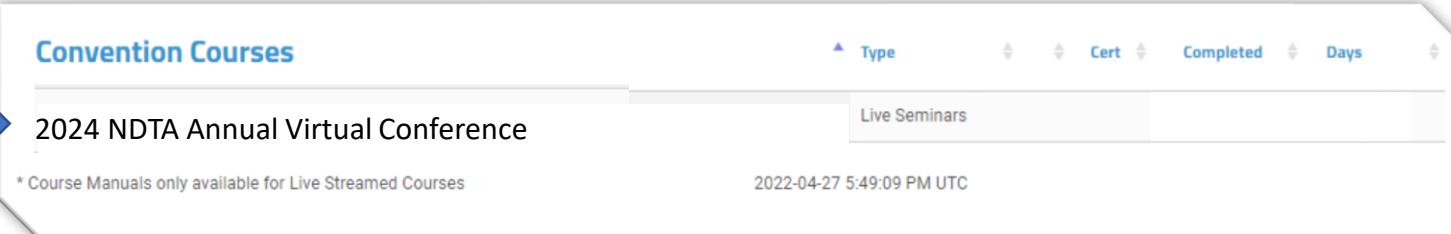
Entering Session Codes and Evaluations Pt2

Main Course Menu

Conference sessions are listed by date

	Main Course Menu	🏠	✳ Certificate	📇 ASHA Sheet		
CEU ONLY						
	Course Date	**Course**			**Hours**	**Evaluation**
1	04/28/2022	Reaching for Enhanced Function And Participation - Registration			6	Evaluation
2	04/28/2022	Getting Wet To Drive Changes n Function And Participattion - Registration			6	04/25/2022
3	04/28/2022	Use Of Meaningful Outcome Measure to Advance Clinical Practice - Registration			2	Evaluation
4	04/29/2022	Clinical Kinesiology Of The Upper Limb - Registration			3.5	04/25/2022
5	04/29/2022	Vibration: An Adjunct To Neuro-Developmental Treatment - Registration			2	Evaluation

For each session attended* in full:

- Click the Evaluation button beside session title
- Complete Evaluation Form
- Enter Session Code
- Add any comments
- Click Submit
- Once submitted, the Evaluation button will be replaced by the date completed

*Attended = completed live or viewed entire recording for OT/COTAs, SLPs and international PTs

ASHA Sheet and PRINTING CERTIFICATE

After completing all session Evaluations:

SLPs – click the **ASHA Sheet** link in the blue bar. Check "yes" or "no" to *Report to ASHA* question, submit.

Click the **Certificate** link to print your certificate.

Main Course Menu 🏠 ✹ Certificate 🖼 ASHA Sheet				
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