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## ACHA CONTINUING PROFESSIONAL EDUCATION DIARY

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ACTIVITY	CRITERIA	PROOF	CPE Points
ACHA/CCH Approved Dip. Clinical Hypnotherapy	On Graduation	Full Diploma	20
ACHA/CCH Approved Post-Graduate Course	On Completion	Cert. of Attainment	20
ACHA/CCH Approved Study Course	20 Hrs or more	Cert. of Attainment	20
ACHA/CCH Approved Seminar or Workshop	Full Day	Cert. of Attendance	10
	Half Day	Cert. of Attendance	5
ACHA/CCH Approved Conference	Full Day	Cert. of Attendance	10
	Half Day	Cert. of Attendance	5
ACHA/CCH Approved Telephone or Internet Conference	Per Hour	Cert. of Participation	1 point/hour
Elected Member of ACHA/CCH or Assoc. Executive Council	Per Year	ACHA/CCH/Assoc. Record	5
Attending meetings of the ACHA/CCH Executive Council	Per Hour	Cert. of Attendance	1 point/hour
Attending ACHA/CCH or Association Meetings incl. Auxiliaries	Per Hour	Cert. of Attendance	1 point/hour
Supervision / Peer Review	Per Hour	Supervision Register	1 point/hour
Senior First Aid Certificate or Update	On Completion	Cert. of Attainment	5
Writing Article in Peer Publication	On Publication	Printed Evidence	2 pt/500 words
Writing Article in General Publication	On Publication	Printed Evidence	1 pt/500 words
Author or Co-Author of Profession Relevant Book	On Publication	Printed Evidence	20
Author or Co-Author of Profession Relevant Study Course	On Approval	Printed Evidence	20
First Presentation of Self-Prepared Seminar or Workshop	On Presentation	Printed Evidence	5 points/hour
Re-Presentation of Self-Prepared Seminar or Workshop	On Presentation	Printed Evidence	2 points/hour
Presentation of Existing Seminar or Workshop	On Presentation	Printed Evidence	2 points/hour
Paid Subscription to Profession Relevant Publication/ Website	Per annum	Payment Evidence	5
Free Subscription to Profession Relevant Publication/ Website	Per annum	Printed Evidence	2
Purchase of Profession Relevant Books, CDs, Tapes	Per Unit or Set	Payment Evidence	5
Borrowing Books , CDs, Tapes, from the CCH library.	Per Unit or Set	Library Receipt	1
Approved interview on Electronic media.	Per Interview	Video/CD/Tape	2
Approved Press interview.	Per Interview	Printed Article	2

Every practicing member is required to aggregate 20 CPE points each year. We have tried to make the acquisition of points as easy as possible, without compromising the underlying purpose of the exercise. We have especially gone to some lengths to accommodate those members who live and practice in remote areas, which may make it difficult for them to attend seminars, workshops etc.

Newly qualified members will be automatically accredited with 20 points to cover their first year of practice, in recognition of their efforts on achieving their qualification. Non-practicing members are encouraged to continue to take part in CPE points earning activities, although they are not required to do so. A member returning to practice, must show 10 CPE points for the year immediately prior to their return to practice.

The ACHA acknowledges that members not wishing to accredit points during the course of the year are able to hold the status of Associate Member. This level of membership is specifically designed for those who are interested in Clinical Hypnotherapy, but do not wish to practice for whatever reason. Student members are able to become Associate Members, once they have finalized their studies.

All Full Members, Associate Members and Student Members are bound by the ACHA Code of Ethics.