

Offering CNEs for the standardized National Child Passenger Safety Technician Certification Course

This nursing continuing professional development activity was approved by the Emergency Nurses Association, an accredited approver by the American Nurses Credentialing Center's Commission on Accreditation.

In person or hybrid delivery of this course will provide **24.0** contact hours of CNE.
Course must be at least 30 hours.

Pre-course Requirements: Prepare documents (forms provide on website)

Alert Safe Kids about intent to provide CNE (at least 3 weeks in advance) – Course must be at least 30 hours and 3.5 days. Safe Kids will confirm eligibility.

Prepare documents (forms provide on website)

- Roster (includes daily sign in)
- Activity Evaluation: Prepare one for each instructor, include all the modules on the form.
- Completed Conflict of Interest form for each instructor
- Provide Disclosure Handout to students.

During the Course

- Roster is signed daily by nurses.
- Nursing students complete the Activity Evaluation, one prepared for each instructor

After the Course

Within **14 business days of the last day of the course**, submit to Safe Kids Worldwide (cpscert@safekids.org):

- **Lead Instructor** submits:
 - One Conflict of Interest form for each instructor
 - Post Activity Evaluation Summary (using Activity Evaluations for each instructor)
 - Daily Rosters
- **Nurse** submits:
 - CNE Application with paymentCertificate of completion provided within 7 days by email.

ALERT: Late paperwork may result in forfeiture of available CNE.

POSTED FORMS:

- Steps for Offering CNE
- Daily Roster
- Conflict of Interest (for each instructor)
- Activity Evaluation (for each instructor)
- Post Activity Evaluation Summary Template
- CNE Application form (send in with fee)