



Program Application for NSH Approval of Contact Hours for Annual Provider

Applications must be received in the NSH Office **21 days prior to the meeting** to allow time to process the paperwork and email materials to you before the meeting. Please complete this application and return it to the NSH headquarters office with a copy of your complete program including abstracts. Please review the guidelines for information on required documentation sent with your application. If you have any questions please contact the NSH Director, Meetings & Education, Aubrey Wanner, 443-535-4060 or via email, aubrey@nsh.org.

1. Name of the Organization requesting contact hour approval:

2. Type of Organization Requesting Provider Status:

NSH Constituent Society

Non Profit (e.g. hospitals, government organizations, other professional organizations)

For Profit (e.g. for profit CE Providers, businesses or other industry partners)

3. I have attached a general abstract form for each presentation. Initial

4. I have attached the CV or short bio for each presenter participating in the workshops. Initial

5. I have attached a sample PPT and/or handouts used for each workshop.

6. Please provide us with session evaluations * Yes No

** Evaluations are required by NSH and must be returned to NSH. Hours will not be awarded to attendees if NSH does not receive completed evaluations. If you prefer to use your own format please check No.*

6. Education Coordinator responsible for planning and program administration:

Name:

Address:

Day time phone:

E-mail address (*All Meeting Paperwork Will Be Sent To This Email*):

I agree to fulfill the duties of the Education Coordinator as listed in the Guidelines.

Signature of Education Coordinator

Date

Return Application & Supporting Documentation to:
Via Mail: 3545 Ellicott Mills Dr, Ellicott City, MD 21043
Via Fax: 443-535-4055 or Via Email: aubrey@nsh.org