

PART IV. CONTINUING EDUCATION TRACKER

Use the following grid to log your clock hours of continuing education completed for licensure renewal.

- In Section 1, enter the date of completion for the Arizona Statutes/Regulations tutorial (required). If you have not completed, click [HERE](#).
- Report a minimum of 30 hours total including a minimum of 3 hours of behavioral health ethics/mental health law (Section 2), and 3 hours of cultural competency and diversity (Section 3).
- If you have a substance abuse counseling license, at least 20 hours must be in the categories listed in R4-6-802(E) (Section 4).
- To review the Board rules related to renewal of licensure, click [HERE](#).
- ATTACH this tracker to your complete renewal application rather than rekeying all your courses.

REQUIREMENT	ACTIVITY TYPE	ACTIVITY NAME	SPONSORING ORGANIZATION	DESCRIPTION OF CONTENT	DATE(S) ATTENDED	TOTAL HOURS
SECTION 1 Board Approved Tutorial	O - online course	Arizona Statutes/Regulations Tutorial	Center for Credentialing & Education (CCE)	Board approved tutorial on Arizona Statutes and Regulations The tutorial must be completed EACH renewal cycle. Please enter your completion date ---->		

TOTAL 3.00

Select for Activity Type: O-online course, P-presentation by you, C-college course, W-workshop/conference, S-seminar, E-employer in-service training, B-AZBBHE board meeting attendance

REQUIREMENT	ACTIVITY TYPE	ACTIVITY NAME	SPONSORING ORGANIZATION	DESCRIPTION OF CONTENT	DATE(S) ATTENDED	TOTAL HOURS
SECTION 2 Behavioral health ethics or mental health law (minimum of 3 clock hours)						

If additional lines are needed for behavioral health ethics or mental health law clock hours, please key in the General section below (SECTION 5)

TOTAL

Select for Activity Type: O-online course, P-presentation by you, C-college course, W-workshop/conference, S-seminar, E-employer in-service training, B-AZBBHE board meeting attendance

REQUIREMENT	ACTIVITY TYPE	ACTIVITY NAME	SPONSORING ORGANIZATION	DESCRIPTION OF CONTENT	DATE(S) ATTENDED	TOTAL HOURS
<u>SECTION 3</u> Cultural competency and diversity (minimum of 3 clock hours)						

If additional lines are needed for cultural competency and diversity clock hours, please key in the General section below (SECTION 5)

TOTAL

Select for Activity Type: O-online course, P-presentation by you, C-college course, W-workshop/conference, S-seminar, E-employer in-service training, B-AZBBHE board meeting attendance

REQUIREMENT	ACTIVITY TYPE	ACTIVITY NAME	SPONSORING ORGANIZATION	DESCRIPTION OF CONTENT	DATE(S) ATTENDED	TOTAL HOURS
<u>SECTION 4</u> Substance abuse focused (minimum of 20 clock hours - only required for LSAT, LASAC and LISAC)						

Select for Activity Type: O-online course, P-presentation by you, C-college course, W-workshop/conference, S-seminar, E-employer in-service training, B-AZBBHE board meeting attendance

REQUIREMENT	ACTIVITY TYPE	ACTIVITY NAME	SPONSORING ORGANIZATION	DESCRIPTION OF CONTENT	DATE(S) ATTENDED	TOTAL HOURS
<u>SECTION 4</u> (continued) Substance abuse focused (minimum of 20 clock hours - only required for LSAT, LASAC and LISAC)						

If additional lines are needed for substance abuse focused clock hours, please key in the General section below (SECTION 5)

TOTAL

Select for Activity Type: O-online course, P-presentation by you, C-college course, W-workshop/conference, S-seminar, E-employer in-service training, B-AZBBHE board meeting attendance

REQUIREMENT	ACTIVITY TYPE	ACTIVITY NAME	SPONSORING ORGANIZATION	DESCRIPTION OF CONTENT	DATE(S) ATTENDED	TOTAL HOURS
<u>SECTION 5</u> General courses (not listed above)						

Select for Activity Type: O-online course, P-presentation by you, C-college course, W-workshop/conference, S-seminar, E-employer in-service training, B-AZBBHE board meeting attendance

REQUIREMENT	ACTIVITY TYPE	ACTIVITY NAME	SPONSORING ORGANIZATION	DESCRIPTION OF CONTENT	DATE(S) ATTENDED	TOTAL HOURS
<p><u>SECTION 5</u> <u>(continued)</u></p> <p>General courses (not listed above)</p>						

TOTAL
TOTAL ALL SECTIONS