**CAPCE Requirements and Instructions**

Each session at EMS Today needs to be accredited by the Commission on Accreditation for Pre-Hospital Continuing Education (CAPCE) for EMS CEH. In order to receive accreditation for your session, you must submit a CAPCE Presentation Form in addition to handout material.

Please complete all sections for each session!

Section 1: Learning Objectives

Please list 2-5 learning objectives PER HOUR of session.

Section 2: Bibliography and References

Each session must have at least three background resources that students could use to research the presentation topic. References can be GENERALLY related to the presentation topic. Even if this presentation is about original work or research the presenter MUST provide related background information sources. Acceptable references include:

* Textbooks
* Journals
* Newspapers
* Magazines
* Websites
* Scholarly papers

Section 3: Instructional methods

Please note the teaching methods you plan to use for your session.

Section 4: Course Outline/Lesson Plan  
CAPCE requires that each session have a course outline or lesson plan.

*If you are working with a co-presenter(s), please coordinate the CAPCE information and submit one form for the session.*

CAPCE Presentation Form

Faculty Name:

Session Title:

Date:

Start Time:

End Time:

**Section 1**

**Learning Objectives**

***You must list 2-5 learning objectives PER HOUR of content.***

After attending this presentation, the participant will be able to:

1.

2.

3.

4.

5.

**Section 2**

**Bibliography/References**

1.

2.

3.

**Section 3**

**Instructional methods include: (circle or bold/underline all that apply)**

Lecture Discussion Simulation Laboratory Skills Practice Case Presentation

Other (Specify) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Section 4**

**Outline/Lesson Plan**

**Attach** the outline, lesson plan, or agenda for the session.