

## **Guidance for jointly accredited organizations planning to offer ACE credit**

Association of Social Work Boards (ASWB) Approved Continuing Education (ACE) program approves providers of social work continuing education (CE) as a service to social work regulatory boards in the United States and Canada. ACE helps social workers identify and easily find the highest quality CE. [ASWB's map](#) provides information about jurisdictions that accept ASWB ACE. Each social work regulatory board has final authority in accepting any continuing education.

### **Calculating CE credit**

CE credit is defined by ACE as 60 minutes of instruction.

Courses must be at least 60 minutes in length to offer ASWB ACE CE credit. The first 60 minutes of any course must be uninterrupted instruction.

CE credit may be given in quarter-hour increments **after** the first required hour. Time after the first hour may be rounded up to the next quarter hour. For example, a 2-hour, 40-minute course could provide 2.75 CE credits.

“Continuing education” is often interchangeable with CEU or clock hour, however in some jurisdictions CEU is typically defined as 1 CEU = 10 contact hours or .1 CEU. Given the variability, learners should consult their board’s requirements regarding calculating CE credit.

Before offering CE credit to social workers for reading-based asynchronous distance learning (self- paced) courses or hybrid courses with reading-based content, credit hours must be determined by one of the following methods: using the word count allowed by ASWB ACE per credit, pilot testing in a manner acceptable to ACE, as detailed in the ACE Handbook section on pilot testing or using another method acceptable to Joint Accreditation.

### **Documenting Jointly Accredited CE credit**

Social workers participating in learning activities conducted by a Jointly Accredited Organization must attest to receive CE credit by the Joint Accreditation for Interprofessional Continuing Education (JAIPCE). If the JAIPCE approved provider has opted to offer social work CE credit, but the social worker’s board does not list JAIPCE as an approved source of CE credit, then the social worker must select Association of Social Work Boards Approved Continuing Education (ASWB or ASWB ACE) as the approved source of credit. Course participation must be tracked through attendance monitoring and course evaluation according to ACE or JAIPCE standards. Regulatory boards are the final authority on courses accepted for continuing education credit.

### **Jointly Accredited Organization ACE approval statement and ACE logo**

Jointly accredited organizations must display their ACE approval statement and may use the ACE logo on promotional materials and certificates of credit.

### **Required ACE approval statement for Jointly Accredited Organizations of continuing education**

“As a Jointly Accredited Organization, [Provider name] is approved to offer social work continuing education by the Association of Social Work Boards (ASWB) Approved Continuing Education (ACE) program. Organizations, not individual courses, are approved under this program. Regulatory boards are



the final authority on courses accepted for continuing education credit. Social workers completing this course receive [number] [type\*] continuing education credits.”

**Using the ACE logo:**



The ACE logo may be used by provider organizations that have successfully completed the Joint Accreditation approval process and have selected to offer social work credit as part of their approval. The ACE logo may be used on promotional material and certificates of credit, noting the type of credit awarded: ethics, clinical, cultural competence, or general.

The ACE logo may be used only on materials for courses related and applicable to social work continuing education and must not be confused with the ASWB logo, which may not be used.

ACE is the program that approves providers; ASWB is the organization that administers the ACE program.