



AWARDING COPE CREDIT

Credit Hours:

The minimum credit for any COPE-Accredited Activity is 0.25 hours. COPE credit hours are defined in the following increments:

- 0.25 hours of credit equals a minimum of 15 minutes of instructional time.
- 0.50 hours of credit equals a minimum of 25 minutes of instructional time.
- 1.00 hours of credit equals a minimum of 50 minutes of instructional time.

Formats:

COPE credit may be given to activities that are presented in the following formats:

- SYNCHRONOUS IN-PERSON:** The course instructor is in the same room with the participants, even if other formats are used as audiovisual aids for teaching the course. The instructor is face-to-face with the audience and can touch the participants.
 - CE: There is no post-course test.
 - CEE (Continuing Education with Examination): There is a post-course test.
- SYNCHRONOUS VIRTUAL:** The course instructor is not physically present (not face to face) but is meeting with learners in real-time and can provide immediate feedback.
 - Examples: Interactive webinars in real time, Videoconferences, Interactive posters with authors presenting in real time. Once the event has taken place, learners may no longer participate in that activity.
- ASYNCHRONOUS:** The course instructor and learner are not together at the same time, have no real-time communication, and the content is learner-paced.
 - Examples: Recorded webinar without instructor interaction, Journal article, Recorded Webcast/podcast. There is not just one time on one day to participate in the activity, rather, the learner determines when they participate.

COPE Course Categories:

Please review a full list of COPE Course Categories and definitions here: [cope_categories.pdf](#)

At this time, courses in the following content areas are not eligible for COPE accreditation:

- Mindfulness, personal well-being (physical and mental), stress management
- Educational methodology
- Self-assessments

Certification:

CE Certificates must include the assigned COPE Activity Number and COPE Course Number(s) assigned by COPE staff. These numbers are assigned from the “COPE Provider Required Info” Document submitted to COPE by the JA provider prior to the CE activity.

Marketing:

The following COPE Accreditation logo and COPE JA Accreditation statement should be used on marketing materials promoted the CE activity:



(Jointly Accredited Provider) designates this synchronous in-person (synchronous virtual, etc.) activity for a maximum of xxxx COPE credit hours.