**Self-Study Professional Development Documentation**

**Email:** Click here to enter your email address. **Phone:** Click here to enter your phone number.

**Type of Activity:** Click here to enter type of activity. Examples may include watched a webinar, attended a meeting or read an article.

**Title of Activity:** Click here to enter title of webinar, meeting, or article, etc.

**Source of Activity:** Click here to enter organization that provided webinar, who hosted the meeting, or link to the article, etc.

**Number of Professional Development Hours Earned\*:** Click here to enter number of hours.

**Agenda Attached (Check One):** [ ] YES [ ] NO

If applicable, agenda should be attached and on file.

**Short Summary of Activity or Meeting & How You Will Use the Knowledge Gained:**

(Minimum of One Paragraph)



\*Please Note: Self-study, meetings and volunteer activities may add up to no more than 1/3 of the total required professional development hours in a 12-month period. These activities must be documented and available for review by a licensing coordinator during program visits. This form has been created for documentation purposes at the discretion of the user and is attended as a template. This document should be completed upon completion of activity attended.