



International Centre for Credentialing and Education of Addiction Professionals (ICCE) Calculation of Contact hours of Education and Training

Guidelines for Calculating the Contact Hours of Education and Training

Name: _____

Organisation: _____

Address: _____

Examination Applied: _____

Programme	Number of hours	Documents to be Submitted
Training Courses attended in last 5 years	6 hours of continuing education for each training day.	Certified true copies of the training programmes attended in last 5 years.
Training courses conducted	Numbers of training hours + 1 hour preparation time for each 2 hours of training. However preparation time for same training topics will be counted once.	Details to be verified by the Employer / Supervisor

Details of Training Courses attended in last 5 years

Name of the programme	Name of the Organiser	Date of the programme	Venue of the programme	Continuing Education Hours	Verified by

(Conti...)

