



MSHA Continuing Education Independent Study Plan

To identify the current Continuing Education Administrator, please go the MSHA website:
<http://www.mshaonline.org/> . Current fees for services are located on the MSHA website.

The following flow chart outlines the duties for an independent study. Email communication is preferred.

MSHA Duties	Independent Study (IS) Participant Duties
	1. Contact MSHA Continuing Ed. Administrator (CEA) 30 days prior to start of IS
	2. Complete <u>independent study activity form</u> and submit with fees (MSHA members \$0, non-MSHA members \$25.00) to the CEA. http://www.asha.org/ce/self-direct/isteps.htm
3. CEA will review form and provide activity number and provider code for IS Participant for paperwork	
	4. Complete study as outline on IS activity form
	5. Complete page 3 of IS form and mail it to CEA along with documentation of completion (i.e. certificate of completion)
6. CEA will review and complete evaluation and submit to ASHA. Copies of documentation will be kept for requisite years.	