



Continuing Education Units (CEU) in SLMS

SLMS offers the ability for administrators to establish CEU credits for a course and define the credit hours granted for its completion. You can assign multiple CEUs to the same course.

Because CEUs are assigned at the course level, learners must complete the entire course to be granted the CEU credit. If you need to grant partial credit, use the program feature described below. To grant CEUs for the same course with different credits for different types of learners, you need to set up two different courses and assign the CEU types separately.

Credit for instructors can be granted in two ways:

- A separate course can be established with the instructor credit type attached.
- The instructor can be enrolled in the class for the course they are teaching and granted the credit attached to that course.

A list of CEU types available in SLMS is attached.

Programs

Programs are another way to grant CEUs. Programs can be used when you need to grant learners partial credit. For example, you would set up a program with courses for a morning session and/or an afternoon session and grant the learner the CEU for attending one or both.

Programs are especially useful for learners who need to obtain a particular certificate, license, skill, or competency. A series of courses are organized to guide learners along a specified learning path, presenting activities in a logical sequence. Programs can be divided into one or more sections. A section can include courses or another program and can have a timeframe assigned.

There are two types of programs: Curriculum and Certification Programs.

Certification programs are particularly useful when learners must acquire a certificate or license, or they must develop or become proficient in a particular skill or competency within a given timeframe. The major difference between the curricula and the certification programs is that the certification programs have a timeframe attached.

Curricula programs guide learners through a specific learning path over an unrestricted period of time. Learners can progress through courses at their own pace. For example, your organization may have a Management Training Curriculum. The record of completion does not expire; therefore, the learner needs to only complete the curriculum once.

Certification programs have a fixed begin date and end date. Typically, they include tests that learners must pass to become certified for a specified period of time. Certification programs have an expiration date and completion rules. You can apply a single set of expiration rules to the entire program or define different expiration rules for each section of the program (cascading expiration).

Recertification programs are a type of certification program. They specify the courses a learner must complete to become recertified before a certification expires. Sometimes the recertification program has fewer courses than the original certification.

Certificates of Completion

A generic State of New York Certificate of Completion is available for you to use in SLMS. Or you can have one created and made available in your learning environment for you to assign to your courses. Logos can be applied and the following fields can be pulled onto the certificate:

Heading Text	Format
Learner Name	50 characters
Learner ID	15 numbers
Program or Course Name	200 characters
Program ID	10 numbers
Class Code	30 characters
Instructor Name	50 characters
Completion Date	date
Completion Date Month (MM)	10 characters
Completion Date Month Year	20 characters
Enrollment Confirmation Number	10 numbers
CEU	6 numbers

To have a Certificate of Completion created for your agency, please contact the SLMS Help Desk at SLMSHelpDesk@goer.ny.gov.

CEU Types in SLMS

CPE3	CPE for Certified Public Accountants - Attest
CPE2	CPE for Certified Public Accountants - Auditing
CPE7	CPE for Certified Public Accountants - Ethics
CPE4	CPE for Certified Public Accountants - Taxation
CBRN	California Board of Registered Nurses
CPPB	Certified Professional Public Buyer
CPPO	Certified Public Procurement Officer
CET	Code Enforcement Official Annual In-Service
CE14	Commission on Rehabilitation Counselor Certif.
CAEC	Continuing Assessor Education Credit
CEU	Continuing Education Unit
CFE	Continuing Forensic Education
CLE	Continuing Legal Education
CME	Continuing Medical Education
CPDE	Continuing PDE-Aging Services Nutrition Consultant
CPE	Continuing Professional Education
	Credentialed Alcoholism & Substance Abuse
ASAC	Counsel
CPP	Credentialed Prevention Professionals
CPS	Credentialed Prevention Specialists
PDH1	Employee Assis. Professional Assoc.-PDH Domain 1

PDH2 Employee Assis. Professional Assoc.-PDH Domain 2

PDH3 Employee Assis. Professional Assoc.-PDH Domain 3

FEC Fingerprint Examiner Certification

FIT Fire Investigation Annual In-Service Training

GAO1 GAO General Credit

GAO2 GAO Government Credit

HMER Haz Mat Emergency Response Training

IIMC International Institute of Municipal Clerks

JFIT Juvenile Firesetter Intervention Annual In-Service

LPEC Latent Printer Examiner Certification

LE Legal Assistant

CLE3 Mandatory CLE - Area of Professional Practice

CLE1 Mandatory CLE - Ethics and Professionalism

CLE4 Mandatory CLE - Law Practice

CLE2 Mandatory CLE - Skills

CE17 NYS Nursing Association

CE18 NYS Psychologists Association

CHES Nat'l Commission for Health Education

CE16 Nat'l Council for Therapeutic Recreation Cert.

CE15 National Assoc. of Social Workers

NBCC National Board for Certified Counselors

NHCE National Highway Institute CEU

PDLS PDH for Land Surveyors

PDLA PDH for Landscape Architects

PT Physical Therapy

PZ Planning & Zoning Board Credit

PDH Professional Development Hour

PDU Professional Development Unit

WWO Water & Wastewater Operators Credit