

## CHW RENEWAL - PAYMENT & CE INFORMATION

### **PAYMENT:**

Payment must be paid online at the time of renewal. Use Master Card, VISA or Discover credit or debit cards. If you do not have this type of personal credit or debit card, you can obtain these pre-paid cards at local stores.

### **COMPLETE APPLICATION SUBMITTED:**

- On or before March 1, 2017: **\$35**
- Between March 2, 2017 and March 31, 2017: **\$85**
- After March 31, 2017: You must complete a reinstatement application.

### **CONTINUING EDUCATION (CE):**

#### **First Renewal:**

If you received your first CHW certificate on or after January 1, 2015, this is your first renewal and you do not need to meet the CE requirement for this renewal of your CHW.

#### **NOT First Renewal:**

If this is not your first renewal, you are required to complete **15 contact hours** of continuing education between April 1, 2015 and March 31, 2017, which includes:

- One **(1)** contact hour must be Category A (directly related to Ohio law & rules). Category A must be approved by the Board, an OBN approver, or offered by an OBN approved provider unit headquartered in the state of Ohio.
- One **(1)** contact hour must be directly related to establishing and maintaining professional boundaries.
- The remaining thirteen **(13)** contact hours must be an approved or accredited planned learning activity that builds upon a precertification education program and enables a certificate holder to acquire or improve knowledge or skills that promote professional or technical development to enhance the certificate holder's contribution to quality health care and pursuit of professional career goals.

To determine if this is your first renewal, your **License Issue Date** can be accessed on the Board's website at [www.nursing.ohio.gov](http://www.nursing.ohio.gov) by clicking on the license/certificate verification and following instructions. Click on the far right arrow beside your license/certificate to reveal **License Issue Date**.

Do **NOT** send CE documentation to the Board at this time. You are required to maintain CE documentation for at least six (6) years.

### **ONE-TIME WAIVER:**

If you have never taken your one-time CE waiver, you may do so this renewal.