

# HRCI Certification Instructions

## Instructions for the aPHR/aPHRi/ PHR/PHRi/ GPHR/PHRCa certified:

The HR Professionals who hold these certifications will use Activity ID 570029 to claim 13.75 HR credits.

## Instructions for the SPHR/SPHRi certified:

The HR Professionals who are SPHR/SPHRi certified and require specified credit Business credits. They will update the conference in the following manner.

CREDIT BREAKDOWN FOR SPHR/SPHRi  
BUSINESS CREDIT = 3.75 | HR CREDITS=10

## How to Submit a Conference for Specified Recertification Credit:

### For 1st Activity Submission:

- Log into your HRCI profile.
- Click on Add My Recertification Credits
- Click on Add Activities Button located below the Current Recertification Credit hour(s) dashboard.
- Select the option NO for completing an HRCI pre-approved activity and continue.
- Click on Add Activity under Instructor-led Continuing Education section, select Conference/Symposium and continue
- Enter the Provider Name, Activity Name, Start Date, End Date, etc.
- Under the Activity Description- List the Business Sessions and the Activity ID
- Select Business for Credit Type
- Enter the Activity Hours
- Check the Attestation Confirmation box and click on the Add Activity button after reviewing the details of the activity

### For 2nd Activity Submission:

- Log into your HRCI profile.
- Click on Add My Recertification Credits
- Click on Add Activities Button located below the Current Recertification Credit hour(s) dashboard.
- Select the option NO for completing an HRCI pre-approved activity and continue.
- Click on Add Activity under Instructor-led Continuing Education section, select Conference/Symposium, and continue
- Enter the Provider Name, Activity Name, Start Date, End Date, etc.
- Under the Activity Description- List the HR Sessions and the Activity ID
- Select HR for Credit Type
- Enter the Activity Hours
- Check the Attestation Confirmation Box and click on the Add Activity button after reviewing the details of the activity

## Credits awarded to the conference sessions as follows:

1. Coordinating Measurement-Based Care: How the Maryland Community Behavioral Health Association Improved Treatment Outcomes and Leveraged Their Data
2. State of the States
3. Measuring What Matters Most: Leveraging the Power of Business Intelligence to Drive Organizational Improvements
4. How COVID-19 Changes Our View of Emergency Preparedness: Lessons Learned from COVID-19 and Key Strategies for Preparedness Moving Forward
5. Architecture: Aligning All Forces to the Vision

## HR Credits:

1. Preparing Infrastructure for Managed Care in ID/DD Providers
2. Leadership in Technology for a New Era
3. Improving Access to Mental Health and Substance Use Disorder Services for Our Older Adults. YOU Can Help!
4. Investing in Your Workforce Through Competency-Based Education
5. ACT 65 of 2020: What You Need to Know About Mental Health Consent in PA
6. Improving Outcomes using Medherent Medication and Remote Patient Monitoring System
7. Without a Playbook: Navigating the Pandemic While Still Moving Forward
8. Enhancing Whole Health and Wellness: Working Works When Using Social Security Work Incentives
9. Linking Up! CANS Across the Tri-State Area and How This Can Optimize Care
10. Creating an Employee-Centered Culture to Attract & Retain Staff
11. "The US Department of Health & Human Services Regional Approach to Address Health Equity"
12. "Link Outside the Box" : Using Remote Services and Technology to Provide Support Services for Individuals With IDD
13. Promoting Motivational Interviewing Spirit and Skills With Paraprofessional Staff
14. COVID-19 at 18 Months: How the Pandemic Has Changed Us and Society
15. Fireside Chat with Sara Canaday, Leadership Strategist, Hosted by Susan Blue
16. Coping Together Through COVID: Reducing Stress and Preventing Burn-Out
17. Specialized Telemedicine for People with IDD During COVID-19 and Beyond
18. The Path to VBP Is Paved With Quality: A National Perspective on Measures of Quality in IDD Services
19. Neurodiversity 101 – The Next Chapter in Your Diversity Story
20. A Workplace Built for 2021 and Beyond: Examining Diversity, Equity, Inclusion, & Belonging and Confronting Implicit Bias
21. Implementing a Comprehensive Diversity, Equity and Inclusion Workforce Strategy: A Candid Conversation
22. Providing Emotional Supports for People With Intellectual and Developmental Disabilities During Times of Loss
23. Diversity & Inclusion and YOU!
24. Dear Helga is Back... And Her Employees Are At It Again!
25. Now Any Provider Agency Can Become a Remote Support Provider
26. Addressing Social Media Challenges for Those Living With I/DD
27. Strategy to Disseminate a Behavioral Health Home in Distinct Populations
28. Leadership and Emotional Intelligence Part 1
29. Leadership and Emotional Intelligence Part 2