



# Local Chapter Application for CHRI CEU Approval

National Association  
of Healthcare Revenue Integrity

Please return this to:

**HCPPro**

**Jaclyn Fitzgerald**

**NAHRI**

**35 Village Road, Suite 200, Middleton, MA 01949**

***jfitzgerald@hcpro.com***

**This application must be submitted at  
least 30 days prior to the date of the  
program for which you seek CEUs.**

Type or print neatly.

## 1. Program sponsor information

Local Chapter Name: \_\_\_\_\_ Website: \_\_\_\_\_

Event Location: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Contact Person (name and title): \_\_\_\_\_

Work Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

## 2. Program overview

Program title: \_\_\_\_\_

Total number of CEUs requested: \_\_\_\_\_ Program length (hours and/or minutes): \_\_\_\_\_

*(Note: One CEU is provided per hour of instruction, excluding breaks/lunches)*

Please indicate how the number of CEUs was calculated: \_\_\_\_\_

Teaching methodology (check all that apply):

Face-to-face seminar or workshop

Face-to-face lecture\_

Virtual (Web-based) seminar or workshop

Audio conference/seminar

E-Learning (Web-based) course

Other (please specify): \_\_\_\_\_

Event Date

Program Time (e.g. 1-3 pm)

Speaker(s)/faculty/developer(s) of activity (please include credentials and submit a bio, description or résumé)

\_\_\_\_\_  
\_\_\_\_\_

Learning objectives— Please describe knowledge or skills gained after completion of activity

\_\_\_\_\_  
\_\_\_\_\_

Describe the benefit for revenue integrity professionals

\_\_\_\_\_  
\_\_\_\_\_

*(Continued on other side)*



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**3. Additional documents required:**

- Timed program agenda
- Marketing materials (if applicable)

Please mail this application to:

Attn: **HCPPro**  
**Jaclyn Fitzgerald**  
**NAHRI**  
**35 Village Road, Suite 200, Middleton, MA 01949**  
***jfitzgerald@hcpro.com***

NAHRI will award Continuing Education Units (CEUs) for education and training programs, lectures, and workshops, including audio and telephone conferences, on topics of interest and importance to the revenue integrity profession. We particularly encourage presentations about best practices, strengthening revenue integrity procedures and policies, and regulatory changes. One hour of appropriate training and education equals one CEU. CEUs will not be awarded for introductory or welcome sessions, routine chapter business and discussions, election of officers, or for time allotted for breaks or meals.

**4. Contract for prior approval**

As the representative for the sponsoring chapter, I have reviewed NAHRI's requirements for prior approval of a continuing education program and agree to abide by them. I understand that failure to follow the requirements for prior approval may result in revocation of prior approval and prohibit future approval by NAHRI.

Name \_\_\_\_\_ Signature \_\_\_\_\_  
 Title \_\_\_\_\_ Date \_\_\_\_\_