

## Fifth Annual Alaska Training Institute Attendees: Instructions to Access Your CE “Session Word” Quiz & CE Certificate

*For all certified or licensed professionals, please note it is an ethical violation to take an online CE quiz for a training you did not complete. By taking an online CE quiz and obtaining a CE certificate, you are attesting that you attended the full duration (CE hours) of the training.*

Participants may earn up to 27 CEs at the Fifth Annual Alaska Training Institute by attending the live conference and watching any missed sessions on demand, or by watching all sessions on-demand at a later time. Please note, on-demand recordings are only available through February 28, 2021.

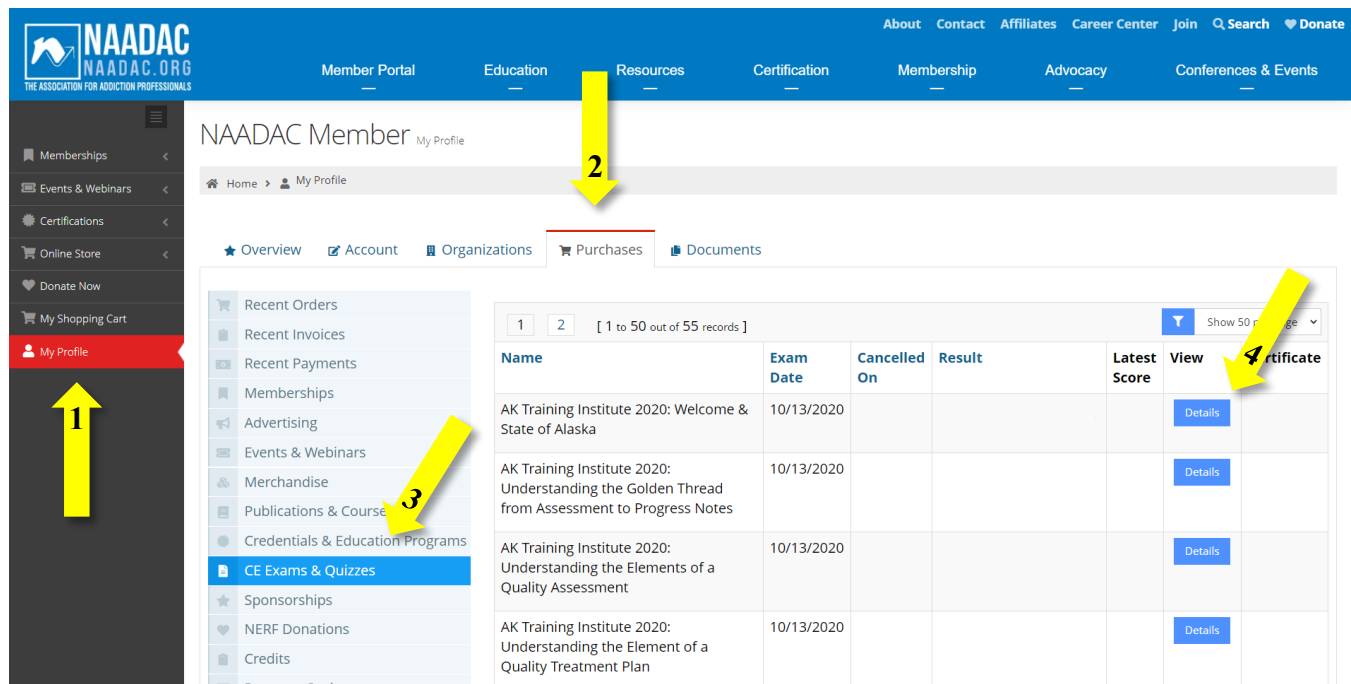
### PART 1: Get Your Session Words for All Attended Sessions

- At the beginning and end of each educational conference session, you will receive a “Session Word.” You will need this word to verify your attendance during the online conference evaluation and CE claim process. You may track this word on your own or use NAADAC’s Session Word Tracking Form.

*Session tracking is solely your responsibility, so please be sure to record your Session Words so that you can receive your CE certificates. NAADAC staff are not able to provide you with the Session Words.*

### PART 2: Access Your Session Word CE Quizzes on my.naadac.org

- After gathering your Session Words, go to my.naadac.org and log in. Once you are logged in, click on (1) **My Profile** in the black left menu, then (2) the **Purchases** tab, and (3) **CE Exams & Quizzes** in the light grey left menu. All Session Word CE Quizzes for the Fifth Annual Alaska Training Institute should be listed here. Locate the CE Quiz for your session and (4) click **Details**.



The screenshot shows the NAADAC Member Portal interface. The top navigation bar includes links for About, Contact, Affiliates, Career Center, Join, Search, and Donate. The main navigation menu has tabs for Member Portal, Education, Resources, Certification, Membership, Advocacy, and Conferences & Events. The left sidebar menu is highlighted with a yellow arrow labeled '1' pointing to 'My Profile'. The 'Purchases' tab is selected in the top navigation, with a yellow arrow labeled '2' pointing to it. In the left sidebar, 'CE Exams & Quizzes' is highlighted with a yellow arrow labeled '3'. The main content area shows a table of purchases with columns for Name, Exam Date, Cancelled On, Result, Latest Score, and View. A yellow arrow labeled '4' points to the 'View' column, which contains a 'Certificate' link for each row.

Name	Exam Date	Cancelled On	Result	Latest Score	View
AK Training Institute 2020: Welcome & State of Alaska	10/13/2020				Details
AK Training Institute 2020: Understanding the Golden Thread from Assessment to Progress Notes	10/13/2020				Details
AK Training Institute 2020: Understanding the Elements of a Quality Assessment	10/13/2020				Details
AK Training Institute 2020: Understanding the Element of a Quality Treatment Plan	10/13/2020				Details



2. Click **Take Quiz**. Please note that the green “Take Quiz” button will not be available until the day of the session.

NAADAC THE ASSOCIATION FOR ADDICTION PROFESSIONALS

Member Portal Education Resources Certification Membership Advocacy Conferences & Events

About Contact Affiliates Career Center Join Search Donate

### AK Training Institute 2020: Understanding the Golden Thread from Assessment to Progress Notes

Purchased on Tuesday, November 17, 2020

Home > My Profile >

AK Training Institute 2020: Understanding the Golden Thread from Assessment to Progress Notes

Tuesday, October 13, 2020

Presented by: Lynn Eldridge, MEd

Exam Details: 180760  
NAADAC Member  
Begins on: Tuesday, October 13, 2020  
Ends on: Tuesday, December 31, 2030

Billing Info: NAADAC Member  
United States

Order Details: Purchased on Tuesday, November 17, 2020  
Order: 663710

Print Purchase Take Quiz

Education Credits: NAADAC CONTINUING EDUCATION (CE) HOURS: 1.00

Documents

3. When you are ready to take the CE Quiz and provide the Session Word for that particular conference session, select **Click to Begin**.

### AKVC20: Understanding the Golden Thread from Assessment to Progress Notes CE Instructions

Instructions: 1.) During each virtual session a word of the session was displayed at the beginning and repeated at the end of the session. 2.) Enter the correct word of the session below to validate your attendance in this educational session. Upon passing, please return to your NAADAC profile > Purchases > CE Exams & Quizzes and click on the download button to the right of this quiz listing to access your Certificate of Completion for one nationally certified continuing education hour (1CE). Questions? Contact NAADAC at CE@naadac.org or 703.741.7686.

[Click to Begin](#)

4. Answer the single question by supplying the Session Word for that conference session.

**1**

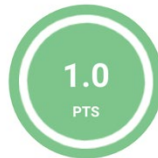
What is the session word?

0/255

**Submit Answers ✓** Skip Question

5. If you answer the question correctly, you will see the below message. You can now return to **My Profile → Purchases → CE Exams & Quizzes** to take another CE quiz or download your CE Certificate.

**Congratulations! You have successfully passed this CE quiz! Go to your NAADAC profile > Purchases Tab > CE Exams & Quizzes to download your CE Certificate.**





✓ What is the session word? 1 PTS  
ruby

E-mail me these results  
Retake Quiz(10 left)

**PART 3: Access/Download Your CE Certificate**

- To print/save your CE Certificate, go to **My Profile → Purchases → CE Exams & Quizzes**. Locate the CE quiz you just passed and click the download icon under the **Certificate** column.

1	2	[ 1 to 50 out of 55 records ]	 Show 50 per Page			
Name	Exam Date	Cancelled On	Result	Latest Score	View	Certificate
AK Training Institute 2020: Welcome & State of Alaska	10/13/2020				<a href="#">Details</a>	
AK Training Institute 2020: Understanding the Golden Thread from Assessment to Progress Notes	10/13/2020		Passed On: 11/17/2020	1	<a href="#">Details</a>	

- Here is an example of a CE Certificate for an individual session at the Fifth Annual Alaska Training Institute.

## CERTIFICATE OF COMPLETION

**NAADAC Member**  
*has completed*

***AK Training Institute 2020: Understanding the Golden Thread from Assessment to Progress Notes***

*Presented by: Lynn Eldridge, MEd*

on November 24, 2020 for <sup>1.0</sup> continuing education hour(s)



Samson Teklemariam, MA, LPC, CPTM  
 NAADAC Director of Training & Professional Development

This educational program is approved by NAADAC (Approval #189), Alaska Commission for Behavioral Health Certification (ACBHC), NBCC (Approval #5703), CCAPP (Approval #OS-07-100-0822), CAADE (#CP30 696P 0000), CADTP (Approval #174), Mental Health and Addiction Certification Board of Oregon (MHACBO), Washington State Department of Health, and accredited by the American Probation & Parole Association. This session satisfies the Alaska Commission for Behavioral Health Certification (ACBHC) Qualified Addiction Professional (QAP) category requirement for Documentation.



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HELPING YOU TO  
 HELP OTHERS

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