

**Center for Deployment Psychology:
Military Evidence-Based Psychotherapy (EBP) Workshop FAQs**

Continuing Education Credits (CEs)/Certificates

- **How many CEs will I earn?** Our two-day EBPs offer approximately 13.5-14 APA credits, depending on the CE sponsor. Please refer to the CE ad statement on the flyer which spells out the exact number of provided for full attendance (partial credit is not offered). Your workshop POC can provide this flyer and/or ad statement to you. If you are not psychologist, you are still welcome to participate and arrange for your own credits through your licensing board or state agency. Please note our workshops are meant for providers with a clinical caseload.
- **I am a M.D., will I receive CMEs?** We are not able to provide CMEs but you are welcome to arrange for your own through your licensing board (we are unable to help with this process).
- **What is the process to get CEs?** There will be sign-in sheets on both days and you must legibly sign in and out each day where indicated. At the completion of the workshop you must fill out the APA evaluation and give it to the instructor, who will verify that you signed in/out each day and then provide your CE certificate on-site and have you fill in your own name. Partial credits are not offered, so you must attend the full two days and all participants must sign in only for themselves.
- **Can I give an anonymous evaluation for the EBP training?** We send out an online post-survey following a workshop in which you may rate everything anonymously and receive a Completion Certificate from the CDP. Whether using this way or through the APA evaluation, we always appreciate your honest feedback and take all comments into consideration to improve future workshops.
- **Does the CDP offer certification for EBP trainings?** No, we do not offer certification.
- **I took a CDP workshop in the past when you had a different credits administrator, and now I have questions about those CEs. Who should I talk to?** Most EBP workshops the CDP held prior to September 2019 were through PESI, so please contact their credits administrator (be sure to provide the topic, date, and location of the workshop): Chelsea Stickley at cstickley@pesi.com or [800-844-8079 x5224](tel:800-844-8079). If your info is not in their files then the credits may have been through another entity – in that case, contact Kris Hannah for details at khannah@deploymentpsych.org.

Cost

- **What does the EBP workshop cost?** It's free! The training, materials, and CEs are completely covered by our DoD funding for this program. However, any participant travel or expenses must be self-funded.

Eligibility to Attend

- **Who is allowed to attend this workshop?** All Tri-Service Active Duty, DoD-GS, and DoD-contractor behavioral health providers with a clinical caseload of Service members on a military base are allowed to attend any of these workshops. Nurses, nurse practitioners, clinical nurse specialists may attend as well if they meet this criteria. Once the minimum number of participants has been met, occasionally a limited number of seats may be available to non-DoD-affiliated providers such as VA or TRICARE clinicians.
- **If I am a military/DoD behavioral health clinician and can't attend this workshop, where can I find other training events?** Please visit <http://www.deploymentpsych.org> for a schedule of our upcoming trainings.
- **I know someone who isn't a behavioral health professional but is fascinated in this subject and wants to support the military, can they attend?** Only behavioral health professionals that work in or for the military may attend these workshops. These are advanced clinical-skills workshops specifically for providers with a clinical caseload.
- **If I am a military intern/resident/behavioral health tech and can't earn the CE credits for this EBP workshop, may I attend anyway?** We have limited seats available for senior-level techs, residents and interns, so please contact Ms. Kris Hannah for more information at khannah@deploymentpsych.org. If approved, you must register with the understanding that this is

intensive clinical training (including role-playing), and the full two days attendance will be required. Further, you must still fill out all CE paperwork even if you're not seeking credits.

- **I can't attend the workshop but am interested in the subject/could use this in my practice/need this for my upcoming deployment, so may I have the materials sent to me?** Sorry, we cannot provide materials to those that don't attend the workshop. However, the CDP offers helpful deployment-related resources on our website including articles, practice guidelines, and online trainings. Please visit our website at <http://deploymentpsych.org>.
- **I can't attend the workshop but know others that might be interested, may I pass them the information?** Absolutely! We encourage all eligible behavioral health providers to share information about our workshops, whether by forwarding our flyers or by passing along our frequently-updated website training schedule: <http://www.deploymentpsych.org/workshops>.
- **I am a civilian TRICARE provider, may I attend the training?** Our EBP workshops at military installations are primarily for Active Duty/DoD-GS/DoD-contractor clinicians as described in detail above, but occasionally we may have a limited number of seats available to TRICARE providers. Please contact Ms. Kris Hannah at khannah@deploymentpsych.org for more information. Should you be unable to attend the training, please consider attending one of our EBP webinars as described below.
- **I am a VA clinician, may I attend the EBP training?** Our EBP workshops at military installations are primarily for Active Duty/DoD-GS/DoD-contractor clinicians as described above, but we may have a limited number of seats available to VA clinicians. Please contact Ms. Kris Hannah at khannah@deploymentpsych.org for more information (CPT workshops in particular have strict requirements for all VA providers). Should you be unable to attend our training, we recommend you contact your VISN or EBP Coordinator further for training opportunities, or attend one of our EBP webinars as described below.

How to Register

- **Is there a registration link, and how do I get it?** To register for an in-person workshop you must contact either the point of contact (POC) directly or follow the registration link on the original EBP workshop advertisement.
- **Why can't you register me if I email you?** The CDP staff doesn't always handle registration for our trainings – usually it's a POC at the training location itself. When the CDP does run registration, it's usually one of many handled concurrently. Between the information we need to register you versus the volume of responses we are receiving at any given time, it's more efficient for you to register yourself.
- **I'm not sure yet if I can attend this workshop, can you reserve a space for me?** Sorry, due to the popularity of our workshops we cannot hold a space for you. Your best option is to register and should things not work out, immediately let us know you can't attend so someone else can have your seat.
- **The EBP workshop has filled up and registration has closed. Is there a waiting list you can add me to?** Please talk to your POC about a waiting list. Typically a waiting list will be started and should a seat become available, you will be notified.
- **The workshop has filled up and registration has closed. May I volunteer to help at the workshop so I can still attend?** Sorry, we do not accept volunteers at this time.
- **Can you put me on your mailing list for future workshops?** We do not have a mailing list for in-person military workshops but you can always find those listed on our website's training calendar. However, to sign up for webinar notifications you can submit your contact info here: <http://eepurl.com/0X4HX>. Webinar registrations open 90 days prior to a training date.
- **Will the training be recorded so I can watch it later?** No, we do not offer recordings of our EBP workshops whether in-person or online.
- **Do you offer online EBP trainings too?** We do! Our five EBP topics are held multiple times throughout the year as webinars. All CDP training opportunities can be found at <http://deploymentpsych.org/training>, and the list is regularly updated. EBP webinars are open to both military and civilian providers, provide the exact same training as on-site workshops, and require a \$45 fee to cover CE costs. Please submit your information here to be notified when the next one opens: <http://eepurl.com/0X4HX>. Webinar registration opens 90 days prior to each training, and these are popular so we strongly recommend registering immediately for anything of interest that you see.

Webinar platforms include Zoom and Second Life, and specific information about each will be found in registration information via our website.

Location

- **When will I receive location information for my workshop?** The POC for your EBP training will provide specifics for you, or you may find information on the original advertising flyer.
- **Why did you choose this location?** Locations are chosen based on space, availability, technical needs, ease of access, cost, and schedule considerations. We work closely with the POC and location to arrange for appropriate seating and technical arrangements. Please note we aren't always able to control the temperature in the room.

Logistics

- **What is the dress code for EBP workshops?** For military participants it is always Airman Battle Uniform (ABU), Army Combat Uniform (ACU), or Navy Working Uniform (NWU). For civilians it is business casual. Please note the training location temperature can't always be adjusted, so dress in layers and bring a sweater or jacket if needed.
- **Do I need to bring anything in particular to the workshop?** Beyond something to write with, no. All training materials will be provided to you the first morning of the workshop. Since we can't control the temperature at training sites, we do recommend you bring a light jacket or sweater in case it is cold in the room. If you bring a laptop or anything of value, please take it with you during the lunch hour as there is no guaranteed staffing provided in the training room at that time.
- **Will coffee, breakfast or lunch be provided?** Not for the majority of EBP workshops, however there is usually a place nearby to purchase food and coffee – please check with your POC. Some training locations may have restrictions on bringing food/beverages into the room – your POC will have this information.
- **What time is the workshop?** All military EBP workshops run from 0800-1630. Please be prompt, allowing yourself advance time to park, sign in, leave to get coffee, etc. so we can get started on time. Lunch is typically held from about 1200-1300, and regular breaks are announced throughout the day by the instructor.
- **What if I need to leave early?** In order to receive credits for the training, you must attend the full two days and fill out a paper evaluation distributed at the end of the last day. Please see the first section of this FAQ for more details about CEs. Should you have an unforeseen emergency that requires your early departure during a training, please let the instructor or CDP staff know immediately.
- **How can I get base access for my workshop, and where do I park?** Please contact your POC for base access and parking instructions.
- **This workshop was great! How can I find out about future ones?** As new EBP workshops are arranged they are posted on CDP's website: <http://www.deploymentpsych.org/workshops>. As with the majority of CDP trainings these are all free and include CEs, but any travel or expenses must be self-funded.
- **Can I have an extra set of materials for my colleague?** Sorry, materials are intended for only those that attend our trainings.
- **What is your inclement weather or cancellation policy?** EBP workshops are rarely canceled, but if that becomes a necessity then all registered participants will notified via email immediately at least 24 hours in advance by either the POC or CDP directly. If bad weather is predicted that may require cancellation, we will make every effort to keep all registrants informed well in advance as to our intentions.

Accessibility

- **I require specific aids or services per the Americans with Disabilities Act, whom do I speak to regarding assistance?** Please contact your POC directly or Kris Hannah immediately to discuss your specific needs (khannah@deploymentpsych.org).