



# Live Conferences and Asynchronous Sessions

Many of you have reached out to NBCC in recent months trying to figure out a way to provide quality continuing education to counselors using virtual delivery methods. Although we have done our best to provide consultation regarding live virtual conferences, we continue to get requests for approval to offer asynchronous sessions during live, synchronous conferences.

To address this clear need during the COVID-19 crisis, we have developed the following plan:

## Who It Is For

ACEPs that are currently only approved to offer live programs in a synchronous format.

## What It Applies To

Multi-session conferences that are only offered once annually and will be offered via a virtual delivery format because of social distancing restrictions related to the COVID-19 pandemic.

## What It Means

ACEPs that are currently only approved to offer live programs in a synchronous format are now able to hold virtual multi-session conferences that include some asynchronous sessions.

These ACEPs are now able to offer qualifying asynchronous as well as synchronous conference sessions for NBCC credit during the virtual conference. These asynchronous sessions would be treated just as if they were live sessions and can be counted in attendance verification for participants when issuing conference certificates of completion at the close of the conference.

This opportunity is intended to serve as an alternative option for a conference session and does not meet the requirements for a Home Study Program. This process does not require ACEPs to submit an ACEP Additional Delivery Format Application for these asynchronous conference sessions.

The ability to offer asynchronous conference sessions does not extend beyond the dates of the advertised virtual delivery conference. ACEPs will need to be prepared to submit documentation from these sessions at the time of their third-year audit, if requested.

ACEPs do not need to apply for this option and will not be required to submit anything to NBCC prior to advertising these asynchronous conference sessions. However, these sessions cannot be offered for NBCC credit after the conference has ended.

## After Your Conference

If ACEPs would like to offer the asynchronous sessions after the conference has ended in an on-demand, home study format, the ACEP would be required to submit the ACEP Additional Delivery Format Application, required application materials, and appropriate fees. Qualifying home study programs must meet all policy requirements and have additional program components, including being fully functional and available on demand, containing an evaluation and a quiz, and issuing an automatic certificate of completion to participants.

If you have any questions about this plan or about how to implement this plan for your organization, please email [continuinged@nbcc.org](mailto:continuinged@nbcc.org).