

APPENDIX H

NORTH CAROLINA PSYCHOLOGICAL ASSOCIATION

POLICY AND PROCEDURE MANUAL

NO. A-17

DATE APPROVED BY BOARD OF DIRECTORS: January 23, 2015

TOPIC: ACCESSIBILITY OF CONTINUING EDUCATION OFFERINGS

OBJECTIVE/BACKGROUND:

To establish a policy regarding accessibility of continuing education offered or co-sponsored by NCPA.

PROCEDURES:

- I. Facilities where NCPA or a co-sponsor holds continuing education activities must provide adequate space for the kind of educational methodology used and be private enough to safeguard confidentiality of case material or work samples.
- II. It is recommended that a classroom style arrangement be used for all workshops.
- III. All facilities must be accessible to those who are physically challenged. If special requests are received, NCPA or a co-sponsor will attempt to make the necessary arrangements (e.g. provide assistance to visually impaired registrants or provide sign language interpreters).