

TEMPORARY PQAS POLICIES

Conference/Special Event Application - This application may be used by a Certified or Specialty Discipline PQAS Instructor or contracted PDO administrator to apply for approval for a special event or conference. Please include PD Registry Course Overview(s) and the Instructor information outlined in the application. Special Event approval numbers will be assigned to instructors for that event. They will begin with PAKC and are only valid for that specific one-time event.

Interim PQAS Application - This application may be used for instructors awaiting their full PQAS approval, once their application is received and complete. College courses and series are not eligible.

Please note: If your full PQAS application is denied, your interim PQAS approval will end immediately and you will be ineligible to instruct within a conference or special event.

Applications must be received at least 2 month prior to event. It is recommended that if the conference/special event contains more than five instructors and/or sessions, the application should be submitted at least 3 months prior to the event.

Exclusions - Some exclusions apply to Special Event PQAS approval including, but not limited to, the Specialty Discipline topics of: Fire Safety, Pediatric First Aid, Water Safety, and Mandated Reporting. These topics may be included in a Conference/Special Event if the instructor is individually PQAS approved for that topic.

Receipt verification - When you submit your application via email to the PQAS box, pqas@berksiu.org, you will automatically receive a response that we have received it. You will receive notification via email once your application is approved or if we need additional information.