



## MTAS Member Development of Con-ed Workshop Form

- Use this form to document the preparation and research work you have done to develop a workshop/course.
- The course material must be within scope of practice (primary credits), or business-related (business credits).
- Course content preparation and research time is included; course delivery time is not included.
- Development credits are based on the final credits assigned when you submit your completed course for evaluation by the Con-Ed Committee, using the Course Provider Application Form.

**Credits may be counted once per course.**

**Credits awarded will equal the number of credits assigned to the course upon approval by the con-ed committee.**

Member name: \_\_\_\_\_ Membership number: \_\_\_\_\_

Tel: \_\_\_\_\_ E-mail: \_\_\_\_\_

### **What are you developing?**

Subject/course title: \_\_\_\_\_

Number of hours spent on research & planning: \_\_\_\_\_ hours, from (date): \_\_\_\_\_ to (date): \_\_\_\_\_

Provide written answers to the following, on a separate sheet of paper:

1. Why did you select this subject matter?
2. How will this contribute to the professional development of other RMTs and/or the profession of massage therapy?
3. Provide a 300 to 500-word summary of the material.
4. List and explain your credentials to teach this material.
5. Demonstrate that the content of the course is created in consideration of current and relevant literature - such as journal articles, textbooks, case studies, etc. - and include the appropriate references to the literature. (Testimonials are not considered as references).
6. Additional comments.

Therapist signature: \_\_\_\_\_ Date: \_\_\_\_\_

***Please note that signing or issuing, in your professional capacity, a document that you know contains false or misleading statements is a matter of professional misconduct and will be referred to the Disciplinary Committee if deemed necessary.***

**Please submit copies of all documentation to the MTAS office and allow up to 6 weeks for completion of the evaluation process.**

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