### Center for Surveillance, Epidemiology, and Laboratory Services

# Fast Track to EducationalAccreditation Request

PLEASE NOTE: CDC’s Continuing Education (CE) Fast Track service requires funding, so it is only available to CDC programs that are able to provide a CAN.

## Fast Track Requirements Checklist

**Please check all items that apply to your educational activity or program.**

[ ]  We have funding available through a CAN to cover this service ($7,500-$10,500).

[ ]  This course is a single-session live program, single-session webcast, or enduring web-on-demand.

 We are unable to Fast Track multi-session programs (e.g., conferences), other enduring programs, recurring programs, or series educational activities.

[ ]  The course content is complete and has been cleared through our program’s official clearance process.

[ ]  We have identified and confirmed the [planning committee](https://www.cdc.gov/cecredit/glossary.html#plannersplanningcommittee) that is based on the type of CE we are requesting.

 If applicable, you will need to include specific subject matter experts (i.e., a physician for CME, a CHES certified individual for CHEC, a pharmacist for CPE, a veterinarian for AAVSB/RACE) on your planning committee. You must be ready to provide the list of names, degrees, and contact information for each. Instructions will be provided to these specific subject matter experts on their role in the process.

[ ]  We have a designated point of contact who is a member of our planning committee, knows the content and purpose of the course, and is approved to serve in this role for accreditation.

[ ]  The designated point of contact is the CDC official responsible for the overall planning, educational design, content, implementation, evaluation process, and scientific integrity of the course. They must be knowledgeable about the course and available to answer questions as needed throughout the accreditation process.

[ ]  We have identified and confirmed our presenters; are able to provide their names, degree(s) received, and contact information.

**If you are unable to check all items on the list, then your activity is *not* ready for Fast Track. Please consider the standard accreditation process.**

## Designated POINT OF contact

**This is the CDC official responsible for the overall planning, educational design, content, implementation, evaluation process and scientific integrity of the course.**

**Name:** Click or tap here to enter text. **Title:** Click or tap here to enter text.

**Email:** Click or tap here to enter text. **Telephone:** Click or tap here to enter text.

**CDC Center and Division or Program Office:**

Click or tap here to enter text.

## Educational Activity

**Title of educational activity:** Click or tap here to enter text.

**Location (if live activity):** Click or tap here to enter text.

**Activity Type:** Check all that apply.

 [ ]  Single-session program (live) [ ]  Web-on-demand (enduring)

 [ ]  Webcast (live)

**Please describe your educational activity:**

Click or tap here to enter text.

**Educational activity start date** (mm/dd/yyyy): Click or tap to enter a date.

**Type of credit desired:** *(You may choose more than one) Find out more about these types of accreditations at* [*https://www.cdc.gov/cecredit/types-of-ce.html*](https://www.cdc.gov/cecredit/types-of-ce.html)*.*

[ ]  CME [ ]  CNE [ ]  CECH

[ ]  CEU [ ]  CPE [ ]  AAVSB/RACE

[ ]  CPH [ ]  ALL

**Comments:**

Click or tap here to enter text.

**Date of request submission** (mm/dd/yyyy): Click or tap to enter a date.

**Please email this form to** **cerequests@cdc.gov****. We will review your request and a member of our team will contact you within 5 business days with next steps. If you provide all of the information that is needed, we will respond with a quote and timeline. If you have any questions please call 404-498-6537.**