

## Continuing Education Presenter Contract:

I understand and agree to complete all presenter responsibilities as outlined and will represent Halligan Creative Arts Therapy, PLLC in a positive and professional manner.

Halligan Creative Arts Therapy, PLLC has set four typical training types: 1.5 hours – Zoom, 3 hours – Zoom, 1.5 hours – In Person, 3 hours – In Person. Minimum and maximum numbers of paid participants are set to cover expenses as outlined below, while maintaining an intimate experience. Extended, specialty, conference, or private workshops will be evaluated separately.

To incentivize new and return programming, as well as recognize higher levels of expertise, reimbursement for each training type has further been organized into three levels. Level 1 reflects presenters that have been licensed less than 1 year – 5 years and have hosted 0-5 workshops. Level 2 is specific to professionals with 5-10 years of licensed clinical experience as well as having had hosted 5-10 workshops. Level 3 is reserved for licensed professionals practicing for 10 or more years and having facilitated 10 or more workshops. Presenters at Level 3 may also have additional or advanced credentials.

I understand the CEO and CE Coordinator will assign my presenter level based on the CV or resume I attach with my presentation application.

I understand and agree that regardless of the course cost for participants, presenters will receive compensation based on the provided scale while remaining registration fees will be forfeit to Halligan Creative Arts Therapy, PLLC for application and training oversight, room rental, use of materials, general overhead, use of digital accounts (Zoom, Canva, Google, Everbrite, TherapyNotes), partnership fee, administrative assistant fee, general owner fee, and CE Coordinator fee.

I will make all supporting materials available at least 2 weeks in advance of scheduled training and understand that virtual presentations will be recorded.

I understand and agree that if I co-facilitate, the net balance will be split evenly between presenters. There are times that I may have the assistance of an intern with no additional deduction, but I understand this is not guaranteed and will prepare accordingly.

I understand and agree that I will be paid within 2 weeks post-course to allow time to address any registration conflicts.

All presenters will receive 3 x the CEUs for the training. Meaning that a typical 1.5-hour training will earn the presenter 3 CEUs, while facilitating a 3-hour training will merit 9 CEUs. Additionally, staff of Halligan Creative Arts Therapy, PLCC, will be allowed to attend training courses hosted by the organization free of charge.

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Facilitator 1

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Date Submitted

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Facilitator 2 (if applicable)



The information below will be re-evaluated every 6 months.  
 The next date of potential changes will be July 2024.

**Presenter Compensation Scale:**

IN PERSON						
# Paid Attendees	1.5 Hour			3 Hour		
	Level 1	Level 2	Level3	Level 1	Level 2	Level3
5-10	\$250	\$275	\$300	\$500	\$550	\$600
11-15	\$275	\$325	\$400	\$600	\$700	\$825
16-20	\$325	\$375	\$450	\$725	\$825	\$950
21-25	\$400	\$450	\$525	\$875	\$975	\$1100

VIRTUAL						
# Paid Attendees	1.5 Hour			3 Hour		
	Level 1	Level 2	Level3	Level 1	Level 2	Level3
5-10	\$200	\$225	\$250	\$450	\$500	\$550
11-15	\$225	\$250	\$300	\$525	\$600	\$700
16-20	\$275	\$300	\$350	\$625	\$700	\$800
21-25	\$350	\$375	\$425	\$750	\$825	\$925

