

**Date: June 28, 2017**

Sent via email to: Don Dillon

**Course Title: Charting Skills for Massage Therapists**

**Instructor(s): Don Dillon**

**RE: Continuing Education Credits (CEU/ CEC) for Massage Therapists in New Brunswick.**

Dear Mr. Dillon ;

Your application for course approval has been reviewed and **Approved** for continuing education credits with the CMTNB.

A CMTNB member who reports to the registrar that they have successfully completed your course will be eligible for 3.5 CEU's in category A.

Course approval is valid for a period of 2 years and will expire on June 28, 2017. Please submit for review any changes or additions you may wish to make to your curriculum during this time frame.

The CMTNB requires that a certificate of completion, which accurately reflects the amount of approved CEU's and category, be presented to each RMT upon completion of course activities to verify full participation.

Certificates of completion must be reviewed prior to course dates to ensure accuracy when RMT's report their continuing education activities. Please submit a sample certificate of completion by email to [ceu@cmtnb.ca](mailto:ceu@cmtnb.ca) for final approval, subject line: certificate, course name.

Certificates of completion require;

- Course name as it appears on CEU application
- Name of Institution providing course (if applicable)
- Instructor's name and signature ( or valid representative of institution)
- CMTNB member's full name and date of course completion
- Number of pre-approved CEU's and category
- A statement that member has completed all course requirements.

We are excited to welcome you to the CMTNB's quality assurance program.

Sincerely,



Joanna Gould  
Chair CEU Committee  
CMTNB