

## Obtaining your Certificate of Contact Hours for Vermont Leadership Module #2

Northeastern University School of Nursing is accredited as a provider of continuing nursing professional development by the American Nurses Credentialing Center's Commission on Accreditation.

### To receive contact hours:

1. Go to <https://neusha.org/visit-neusha/index.php/partner-program-listing/>.

If you already have a NEUSHA account, you will put the Program Evaluation Code in the Program Evaluation Code Box (**blue arrow**) and complete the Evaluation.

2. If you do not already have an account, create a partner account (**red arrow**). After submitting contact information, put the Module 1 Program Evaluation Code **1814** into the Box (**blue arrow**)

The screenshot shows the NEUSHA website interface. At the top, it displays 'Northeastern University Bouvé College of Health Sciences School of Nursing'. Below this is a navigation menu with links for HOME, PROGRAMS, LINKS, FAQs, ABOUT US, SUGGESTIONS/COMMENTS, and NEWSLETTER. The main content area is titled 'Partner Programs' and contains a search bar. Below the search bar, there are two main sections: 'Create a Partner Account' and 'Complete an Evaluation'. A red arrow points to the 'Create a Partner Account' button, and a blue arrow points to the 'Program Evaluation Code' input field in the 'Complete an Evaluation' section.

3. Complete the Evaluation and click submit. You will receive your certificate via email immediately after your submission. You can retrieve a certificate for a previously completed program by logging into your account and choosing Print Certificate.

If you have any questions, email Kathy Hassey, DNP, MEd, RN, at [k.hassey@northeastern.edu](mailto:k.hassey@northeastern.edu)