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| **Chapter Name**  | ASTD-Cascadia Chapter |
| **Chapter Number (ex. CH0000)**  | CH8029 |
| **Chapter Location (City, State)**  | Portland, Oregon |
| **Chapter Membership Size**  | Large (301+) |
| **Contact Person for this Submission:**  | Kathleen Bergquist |
| **Email Address:**  | astd@astdcascadia.org |
| **Phone Number:**  | (503) - 579 - 1552 |
| **Chapter Board Position:**  | Executive Director |
| **Chapter Website URL:**  | <http://www.astdcascadia.org> |
| **Submission Title:**  | Partnering with HRCI |
| **Submission Description:**  | As of April 2012, the Cascadia Chapter is now an Approved Provider for the HR Certification Institute (one of only 5 in the state, including Portland State University). This allows us to offer almost all our programs for HRCI credit. We provide low cost, high quality offerings ranging form 1 hour to 2 days. This is a very good benefit for our HR members as well as for our local SHRM chapters. |
| **Need Addressed:**  | Assisting members and our partner organizations with getting professional recertification credits at low cost and high frequency. |
| **Does this effort align with your chapter's mission?**  | - Yes |
| **Does this submission align with ASTD's mission?**  | - Yes |
| **Target Audience:**  | Cascadia Chapter members who hold the PHR, SPHR or GPHR designations as well as our partner SHRM organizations in our service area. |
| **Costs/Resources Used: (include any funding you were able to get through donations, contributions, barter, etc. and how you went about getting these resources. Also include how much volunteer/board member time this effort took)**  | The major cost / resource used was staff time on the part of our Executive Director and volunteer time on the part of our President Elect (who holds the SPHR designation). The ED developed the submission package based on HRCI requirements and the ED / PE reviewed the online video / completed the online exam together. Estimated 5 hours total time for submission. Estimated time for future implementation is about 1/2 hour per program. |
| **How did you implement: (please give a brief description)**  | Each qualified event must include information on intended audience, overview, outcomes (learning objectives) takeaways and speaker bios. Each qualified even must also have an evaluation process that participants are involved in and the evaluation must be provided to the presenter. The HRCI seal and appropriate verbiage is included on the webpage related to the program. An announcement is made at each qualified event about the HRCI credits. Persons interested in the credits can email the office for the program number (cannot be given out until after the program is over and attendance is verified). |
| **What were the Outcomes: (include financial, membership increases, target audience satisfaction levels, publicity for the chapter, and of the profession)**  | Offering these recertification credits appears to have increased the number of SHRM members who are interested in our programs and we expect this number to continue to increase after a marketing blitz in the near future. Our members who are need HRCI recertification credits are also very pleased that we are able to provide this service directly to them instead of them having to find other soruces for the credits. As we get the word out about this service / benefit, we expect that our credibility as a professional association will also be enhanced.  |
| **Lessons Learned: (hints and tips for other chapters who may be considering a similar effort)**  | Other chapters would need to make sure that they have the processes already in place to track the items required by HRCI (how it applies to the HR body of knowledge, how it supports their exams, having specific HRCI related info in all marketing materials, having reproducable evaluations, etc). |
| **Please list the specific ASTD chapter resources that helped guide you in the process of completing this best practice.**  | Not sure what this question means. The ED, with her training and organizational background, was able to understand what the HRCI needed for submission and pull together all the required documents. Will be glad to expound on this question if needed. Of course, any chapter that wants information on this process is more than welcome to contact me.The document below is a sample webpage of how the HRCI seal and text are used as well as all the types of details to be published in a program. |
| **Please attach any documents that help support this submission: (additional documents should be sent to** SOS@astd.org**)**  |  [flyer-07-12-12-webpage.pdf](http://forms.astd.org/download.php?q=Zm9ybV9pZD0xMSZpZD00MCZlbD1lbGVtZW50XzE2) |

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