
PROVIDER TASK FORCE MEETING

- (a) - **Background:** In an effort to keep approved providers informed regarding important CTEC issues, the Curriculum Provider Standards Committee conducts a Curriculum Provider Task Force Meeting preceding the CTEC Board meeting held in the spring. Curriculum Providers will be notified in advance of the date and location of the meeting.
- (b) - **Purpose:** The purpose of the Curriculum Provider Task Force Meeting is to keep approved curriculum providers informed and educate potential curriculum providers regarding issues impacting CTEC educational requirements, computer technology and updated policies and procedures. The meeting also provides a forum for providers to discuss issues and concerns they may have regarding the program.
- (1) Newly approved curriculum providers** - Newly approved curriculum providers are required to attend a provider orientation session within the first year of their approval. This orientation session will occur prior to or during one of CTEC's board meetings. CTEC will advise newly approved curriculum providers of the date, time, and location of these orientation sessions. Travel expenses to the orientation session is the responsibility of the curriculum provider.
- (2) Currently Approved Curriculum Providers** - All currently approved curriculum providers will be required to attend a Curriculum Provider Task Force Meeting once every three years. Travel expenses to the meeting are the responsibility of the curriculum provider.
- (c) - Failure to meet either one of the above requirements will result in the revocation of a provider's approved status and CP14(c)(12)(B)(iii) will apply.

Approved May 19, 2011

Responsibility: Curriculum Provider Standards Committee