



KSHE

EDUCATION
PROGRESS

KSHE Certification Renewal Application

An individual certified by KSHE as either a Certified Healthcare Contractor or Certified Healthcare Technician must renew his or her certification every three (3) years. Renewal of certification is achieved by obtaining the associated number of Contact Hours (Contractor is 12 contact hours and Technician is 6 contact hours). Contact hours can be accumulated by retaking a Contractor or Technician Orientation (no test necessary), attending the annual Conference or acquiring other healthcare related continuing education credits (CEU's) prior to the expiration of an individual's certification. This application is to be used by those individuals who have accrued the necessary Contact Hours. **This application must be completed, signed and proof of contact hours attached at least one (1) month before the certificate expires.**

Name of Individual _____

Company Name _____

Company Address _____

City, State, Zip _____

Phone _____ Fax _____

E-Mail _____

CONTACT HOURS REQUIRED:

Certified Healthcare Contractors	12 contact hours
Certified Healthcare Technicians	6 contact hours

I have attached all documentation to support my required contact hours. Documentation must be provided to receive credit.

Signature (required) _____

Date _____

**Mail To:
Kentucky Society of Healthcare Engineers
9462 Brownsboro Road #158
Louisville, KY 40241**