



**TO: Kyle R. Brown, MNASCA**  
**FROM: Elizabeth Franks**  
**RE: BASC Education Units Provider**  
**DATE: August 13, 2022**

Thank you for submitting the agenda for your upcoming 2022 MNASCA Session “Leadership Development – A Key in the Great Retention” planned for September 12 from 10:00 am – 11:15 am. After review of your agenda, we are pleased to approve up to 1.0 AEU.

Your provider number is #6240.

As an BASC Approved Provider, you must:

- Abide by BASC policies and procedures.
- Use the following specific language in flyers or advertisements: “This program is approved for up to 1.0 hours of AEU’s and up to 0.0 hours of IPCHs by BASC Provider #6240 (The content areas in which AEU’s or IPCHs may be claimed for CASC or CAIP recertification may also be stated.). No other statement may be made regarding AEU’s, IPCHs or BASC in advertising or flyers.
- Monitor attendance during the meeting.
- Maintain records of attendance for at least four years and agree to provide access to these records if requested by BASC.
- Provide attendees course objectives and use course objectives to evaluate how well objectives were met.
- Provide attendees with a certificate or other proof of attendance listing your BASC Provider number within 90 days of completion of the course free-of-charge.
- Provide AEU’s and IPCHs only for programs meeting criteria established by BASC.

If you have questions, please contact BASC at 856-222-7619 or [basc@aboutbasc.org](mailto:basc@aboutbasc.org).