



Alaska Psychological Association
Continuing Education
Workshop Instructor's Agreement

Workshop Sponsor: Alaska Psychological Association
Mailing Address: 3705 Arctic Blvd, # 2505, Anchorage AK 99503-5574

Contact Person:	Janet Orwig
Telephone:	678-216-1188
E-Mail:	janet.orwig@psypact.gov
Date(s) of Event:	October 16, 2026 (Friday)
Start Time of Workshop:	9 AM AKDT (1 PM EDT)
End Time of Workshop:	12:15 PM AKDT (4:15 PM EDT)
Notes: Workshop will include up to 15 minutes of break time which can be done as a single block or broken up.	

The workshop will be a virtual presentation using Zoom Meeting and will be upgraded to Zoom Webinar at the request of the Instructor or if more than 300 attendees are anticipated.

This agreement is made by and between the Alaska Psychological Association ("Sponsor") and Janet Orwig, Executive Director, PSYPACT ("Instructor"). Pursuant to this agreement, Instructor agrees to provide a training workshop at the time, date, and virtual location specified above entitled: PSYPACT Explained: An Overview of the Psychology Interjurisdictional Compact.

Agreements by Sponsor

Under the terms of this agreement,

1. Sponsor will pay Instructor a \$0 honorarium for this workshop.
2. Sponsor may cancel the engagement by providing Instructor at least three calendar days' written notice. If cancellation results from a connectivity outage, severe weather, governmental action, public emergency, or another circumstance beyond Sponsor's reasonable control, Sponsor will

- notify Instructor as soon as reasonably possible. The parties may mutually agree in writing to reschedule the workshop.
3. Sponsor will not be responsible for payment of Instructor's honorarium, if applicable, following cancellation except as provided in item 4 below.
 4. If Sponsor cancels the engagement less than two calendar days before the event, Sponsor will pay 50% of the agreed honorarium, if applicable, except when cancellation results from circumstances beyond Sponsor's reasonable control. Sponsor will reimburse only nonrefundable expenses approved in writing before they were incurred.
 5. Sponsor will pay any applicable honorarium and approved reimbursable expenses within 15 days after receiving Instructor's completed expense report and supporting documentation.
 6. The workshop provides 3.0 hours of continuing education credit. The Alaska Psychological Association is approved by the American Psychological Association to sponsor continuing education for psychologists and maintains responsibility for this program and its content. Participating SPTAs that issue certificates under their own APA approval or other applicable state authority maintain responsibility for their continuing education activities. Sponsor and participating SPTAs will administer evaluations and issue certificates to their respective eligible participants. Sponsor may provide Instructor with aggregate or de-identified evaluation results.
 7. Designation of the workshop for continuing education credit is contingent upon Sponsor's timely receipt and approval of all required program materials. Instructor will make reasonable revisions necessary for the program to comply with Sponsor's continuing education requirements.

Agreements by Instructor

Under the terms of this agreement, Instructor agrees:

1. To conduct the training workshop at the designated date, time, and virtual location. The workshop content will correspond to the proposal and outline submitted by the Instructor unless modified by mutual written agreement before the engagement.
2. Provide Sponsor with the following materials before the workshop:
 - a) A brief presentation outline suitable for use in promotional materials;
 - b) A biographical sketch suitable for use in promotional materials;
 - c) A photograph suitable for use in promotional materials;

- d) Learning objectives, including at least one objective per hour of CE credit;
 - e) A written method, as applicable, for ensuring the security of tests, data, and proprietary information and the confidentiality of test data and clinical information;
 - f) A written statement addressing the accuracy and utility of the presentation material, its limitations, and both potentially severe and commonly occurring risks;
 - g) An online-learning post-test containing six to eight questions per hour of instruction if the event is recorded and provided for CE Credits;
 - h) Disclosure of any actual or potential conflicts of interest;
 - i) A reference list containing at least five citations supporting the accuracy and scientific basis of the presented material;
 - j) A current curriculum vitae (CV).
3. Provide Sponsor with an electronic master copy of the approved training materials. Instructor grants Sponsor and participating SPTAs permission to reproduce and electronically distribute those materials solely to individuals registered for the live workshop or an authorized homestudy offering.
 4. Authorize Sponsor to record the workshop and provide the recording and approved training materials to participating SPTAs authorized to offer the program as a homestudy continuing education activity through October 16, 2028. The recording and materials may not be altered, sold separately, or used for another purpose without Instructor's prior written permission.
 5. Represent that Instructor owns or has permission to use and distribute all presentation content and participant materials. Instructor will appropriately cite third-party material and remove or adequately de-identify confidential, patient, or personally identifiable information.
 6. Acknowledge that Sponsor will not provide travel or lodging arrangements for this virtual workshop.
 7. If an honorarium or reimbursable expenses apply, provide Sponsor with an itemized expense report within 14 days after the event. Requests for reimbursement must include appropriate receipts or other supporting documentation. No expense will be reimbursed unless Sponsor approved it in writing before it was incurred.
 8. Not cancel the engagement except because of serious illness, disability, personal emergency, or another circumstance beyond Instructor's reasonable control. Instructor will notify Sponsor as soon as reasonably possible and cooperate in good faith to reschedule the

workshop. Under these circumstances, Sponsor is not obligated to pay an honorarium or reimburse expenses unless otherwise agreed in writing.

9. Ensure that the presentation adheres to the Ethical Principles of Psychologists and Code of Conduct and all other applicable professional standards.

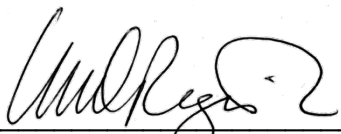
This agreement constitutes the complete understanding between the parties and supersedes any prior understandings between them. No modification, amendment, promise, waiver, or representation will be valid and binding unless made in writing and executed by both parties.



Instructor

September 9, 2026

Date



for Alaska Psychological Assoc
Marvin Reguindin, Executive Director

Sept 3, 2026

Date