

# How to Maintain Your GPA Certified Coach Status

## Log your Sessions:

**1** Log in to the GPA Certified Coach (CC) Portal

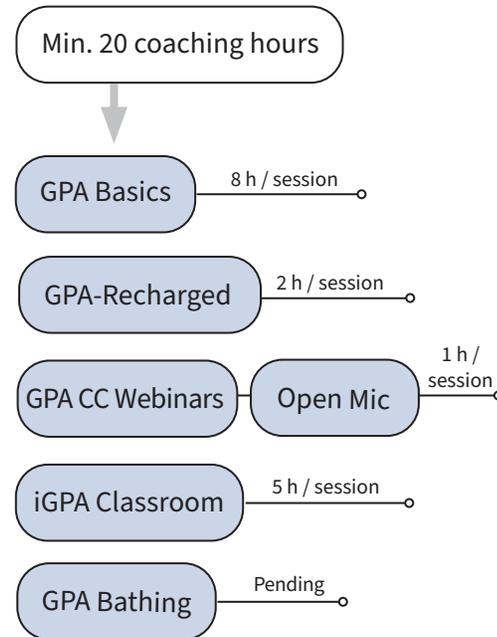
**2** Under the Education Sessions tab, click on Add Education

**3** Select from the sessions to the right:



### GPA Education Session

Formal coaching hours using GPA curricula and materials in standardized sessions.

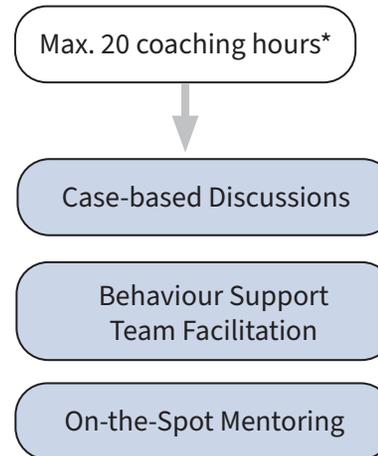


As per the GPA CC Agreement, all CCs must log proof of completion of a minimum of 40 coaching hours over a two-year period from their certification date. GPA CCs must maintain an active profile with a current email address, name of current employer,



### Informal Coaching Session

Coaching hours including reference to GPA strategies and approaches in the practice setting, directly related to care situations and interactions with care providers who have experienced GPA.



\*Increments of 1 hour

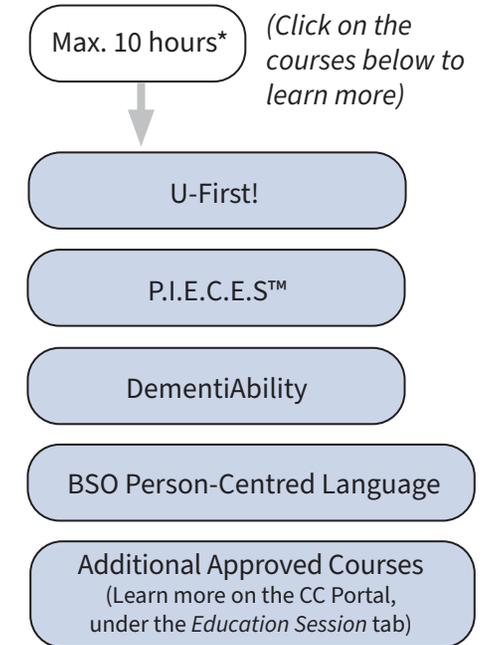
and are responsible for tracking and logging their hours.

Automated email messages from [info@ageinc.ca](mailto:info@ageinc.ca) are sent to CCs regarding their status and individual renewal date.



### Continuing Education Session

Time spent learning or facilitating content that furthers the GPA CC's knowledge and skills for their role as an agent of practice change.



Each time you log in, note your renewal date (*left panel*) and the progress bar indicating hours accrued towards maintenance. Contact [info@ageinc.ca](mailto:info@ageinc.ca) if you have questions about your maintenance.