

CE Credit-Hour Determination Worksheet

Mergener Formula | Provisional course-development record

Course	Culturally Responsive Psychoeducational Assessment: Addressing Bias and Disproportionality in Special Education
Provider	Child & School Psychology CE
Instructor	Jaime Flowers, Ph.D., NCSP, LEP, BCBA
Delivery	Asynchronous online independent study
Proposed award	4.0 CE hours (240 minutes), pending final verification
Course focus	Equity, Diversity & Inclusion (EDI)

Required reading

Lai, I., Lipscomb, S., & Johnson, A. (2024). *Appropriate Identification of Children with Disabilities for IDEA Services: A Report from Recent National Estimates*. Institute of Education Sciences, NCEE 2024-004. The final assigned page ranges and word count must be verified and documented; the full report is not automatically counted unless assigned.

Six-lesson structure

Lesson	Topic	Instructional emphasis
1	Foundations of Culturally Responsive Assessment	Culture, language, identity, and context in psychoeducational evaluation.
2	Disproportionality in Special Education Identification	Group disparities, referral patterns, and possible sources of inequity.
3	Cultural and Linguistic Considerations in Cognitive Testing	Norms, language proficiency, validity, and score interpretation.
4	Bias in Behavioral and Social-Emotional Assessment	Rating-scale limitations, informant differences, and cultural expectations.
5	Equitable Eligibility Determination	Multiple sources of data, exclusionary factors, and judgment.
6	Applied Psychoeducational Assessment Cases	Case-based decisions involving culturally and linguistically diverse students.

Mergener calculation

$$\text{Minutes} = 0.9 \times [-22.3 + (0.00209 \times W) + (2.78 \times Q) + (15.5 \times D)]$$

W = verified instructional words (assigned reading plus original lesson content, counted once); Q = separately counted eligible learner-response/assessment items; D = expert-rated difficulty, 1–5.

Illustrative planning calculation (NOT verified course measurements)

Input	Provisional value	Evidence required
W — countable words	17,000	Example target; count final assigned PDF pages and lesson text.
Q — eligible required items	70	Example target, such as 40 embedded responses + 30 final items; verify actual counted items.
D — difficulty	4	Provisional “difficult” due to professional-level applied assessment decisions.

Example: $0.9 \times [-22.3 + 35.53 + 194.60 + 62.00] = \mathbf{242.85 \text{ minutes}} = \mathbf{4.05 \text{ hours}}$.

Proposed award: 4.0 CE hours. This example marginally exceeds 240 minutes, but it is not proof the finished course supports 4 credits. Final credit requires documented counts or another accepted time-verification method.

Final determination and audit record

Final assigned word count: _____ Final eligible question count: _____ Difficulty (1–5): _____

Calculated minutes: _____ Calculated hours: _____ Approved CE award: _____

Reviewer/signature: _____ Review date: _____

Count required reading only once; exclude navigation, repeated text, menus and purely decorative content. Do not double count activity prompts as reading and questions. Maintain the source PDF/pages, exported lesson content, scored-item inventory, and reviewer rationale. If calculated time is below 240 minutes, revise instructional content or document representative learner field testing before awarding 4 CE hours.