

Determination of Credit Hours

Mergener Formula Documentation

Course	Using School Discipline Data to Identify and Address Disproportionality
Provider	Child & School Psychology CE
Instructor	Jaime Flowers, Ph.D., NCSP, LEP, BCBA
Delivery Format	Online independent study / home study
Credit Awarded	3.0 continuing education hours

Purpose

This record documents the method used to establish the amount of continuing education credit awarded for this text-based independent-study course. Credit is based on estimated learner completion time using the Mergener formula rather than on the number of lessons alone.

Course Components Reviewed

- Four instructional lessons covering discipline data and disproportionality, measurement of discipline outcomes, interpretation of data and identification of areas for improvement, and use of discipline data within a Plan-Do-Study-Act continuous improvement process.
- Required Institute of Education Sciences / Regional Educational Laboratory Northwest reading: School Discipline Data Indicators: A Guide for Districts and Schools (REL 2017-240).
- Interactive calculation, sorting, matching, multiple-choice, data-interpretation, and scenario-based learning activities embedded throughout the lessons.
- Applied written analyses requiring participants to interpret discipline data, identify areas needing further investigation, select appropriate indicators, and connect findings to school-based improvement planning.
- A 20-item final assessment.

Mergener Formula

Minutes = $0.9 \times [-22.3 + (0.00209 \times \text{words}) + (2.78 \times \text{questions}) + (15.5 \times \text{difficulty})]$

For this working determination, the course is classified at difficulty level 4 (Difficult) because it is designed for practicing school psychologists and other school-based professionals and requires interpretation of multiple discipline indicators, calculation and comparison of disproportionality measures, evaluation of data patterns, and application of findings within a continuous improvement process.

Calculation Record

Input	Value Used	Documentation Note
Instructional words	11,000	Conservative working count encompassing required reading and original instructional material; repeated links/interface text are not counted.
Assessment / learner-response items	50	Approximately 30 embedded learner-response items plus the 20-item final assessment.
Difficulty	4	Difficult; professional-level data analysis, interpretation, and applied decision-making content.

Calculation: $0.9 \times [-22.3 + (0.00209 \times 11,000) + (2.78 \times 50) + (15.5 \times 4)]$

= 181.521 minutes = 3.03 hours

CREDIT AWARDED: 3.0 CE HOURS

The awarded credit is rounded down from the working Mergener estimate of approximately 3.03 hours.

Counting Rules Used

- The REL Northwest guide is counted as required reading only once, even when linked from more than one lesson.
- Substantive lesson explanations, examples, data tables, scenarios, activity prompts, answer choices, calculation directions, and applied-analysis instructions are included as instructional content where appropriate.
- Assessment and learner-response items are accounted for in the question component of the formula rather than being used to artificially inflate reading time.
- **The three-hour award is intentionally conservative and does not round the calculated 3.03 hours upward.**

Prepared for: Child & School Psychology CE

Course Instructor: Jaime Flowers, Ph.D., NCSP, LEP, BCBA