

2018 Texas Workers' Compensation Conference

ADJUSTER CEU INSTRUCTIONS

Please read these instructions carefully to ensure you receive the CEU's approved by the Texas Department of Insurance (TDI) for each day of this conference.

TDI approved the conference for adjuster CEU hours, as follows.

Day 1 – 1.0 General Hour & 2 Ethics Hours; Day 2 – 6.0 General Hours; Day 3 – 3.0 General Hours

TDI approved only sessions deemed specific to workers' compensation, and you must attend ONLY the approved sessions each day to receive credit for that day.

You are required to attend sessions in their entirety, and you must be present in an approved session from the start to the end of each conference day to receive credit for that day (TDI does not allow *partial* credit).

At the beginning of each day, sign in at the CEU table in the conference registration area. Sign out at the end of the last session each day (and before the reception on Day 1). When you sign in each day, you will receive a card that lists the sessions eligible for adjuster CEU credit. Please take care not to misplace these cards to avoid denial of credit. As you enter a room prior to the start of each session, hand your card to a room monitor, who will mark your presence at the session. Follow the instructions on the card as to when it needs to be turned in and when you will receive the daily certificates of completion. **On Day 1, please turn in your card at the time the conference concludes, prior to attending the scheduled reception.** Your name (as it appears on your Texas license) and your Texas license number need to be provided on your card before submitting it to the CEU table. If you don't know your license number, you may call the TDI Adjuster Licensing Office at (512) 676-6500 or visit their website at <https://txapps.texas.gov/NASApp/tdi/TdiARManager>.

Please direct any questions regarding these procedures to Jeanne Bush at the CEU table. She will distribute your certificates as indicated on the cards. She will also report your credits to TDI during the week after the conference.