

CONTINUING EDUCATION CREDIT INSTRUCTIONS

For anyone seeking continuing education credits, you must complete a brief session survey after each session you view. In the survey you will designate which credits you are seeking. Attorneys and Adjusters will need to provide bar numbers and NPN numbers in each survey. All sessions you view will be tracked by the IWCF, who will be in touch with you post conference with further instructions.

ATTORNEYS

The North Carolina State Bar has approved this conference for 12.00 hours of general CLE credit, to include 3.00 hours of professional responsibility/ethics credit (Day 2, 9:00 a.m., “Hot Topics & Best Practices for Adjusters, Day 3, 9:00 a.m., “Confidentiality & Attorney Client Privilege...” and Day 3, 10:30 a.m., “Maintaining Professionalism...”), and 1.00 hour of technology credit (Day 2, 10:30 a.m., “The Commission’s New Case Management System...”).

Prior to submitting your credits to the Bar, the IWCF will email you verification of you credits for your confirmation. Completion of an affidavit is not necessary this year, due to having a session tracking system in place.

PARALEGALS

CPE credits for paralegals have been approved as stated above in the instructions for attorneys. Post conference, the IWCF will send you an affidavit, so you may report your hours of attendance to the Bar.

REHABILITATION PROFESSIONALS – CCM, CRC, AND CDMS

CCM, CRC and CDMS have each approved 11.00 general credits hours & 1.00 ethics hour. The ethics session will be held on Day 3, at 10:30 a.m., “Nurse Case Manager Ethics.”

Post conference, the IWCF will send you a certificate of attendance.

SOCIETY FOR HUMAN RESOURCE MANAGEMENT (SHRM)

Post conference, the IWCF will send you a SHRM certificate of attendance.

OCCUPATIONAL HEALTH NURSES

According to the American Occupational Health Nurses Association, documentation of successful completion of attendance of this conference will suffice for approval of recertification. After each session you view, select “CCM” as your designation.

Post conference, the IWCF will send you a CCM certificate of attendance.

NORTH CAROLINA LICENSED ADJUSTERS

The North Carolina Department of Insurance has approved this conference for North Carolina Continuing Education Credit hours, as follows: Day 1 – 3.00 general hours; Day 2 – 2.00 general hours and 1.00 ethics hour (Day 2, 9:00 a.m., (“Hot Topics & Best Practices for Adjusters”)); Day 3 – 3.00 general hours; Day 4 – 3.00 general hours.

You may receive credit only for sessions that are followed by live Q&A, as scheduled Oct. 13-16. **No credit will be issued for sessions you view after Oct. 16.** Each day constitutes a separate course. You must complete all sessions in each course, and view them in their entirety, to receive credit for any given day. Also, **on Day 2, you must attend the ethics session**, as noted above, along with the day’s other sessions to receive any credit for Day 2.

“A Keyword” will be given during each session, which you are required record in the survey after each session.

Prior to submitting your credits to the Department of Insurance, the IWCF will email you verification of your credits for your confirmation. You will be provided a certificate of completion for each course you complete.

*You must be a resident of North Carolina to receive adjuster credits. Non-residents may receive credit only if your home state does not have continuing education requirements for **adjusters** and North Carolina is your “designated home state,” as filed with the NC Department of Insurance.*

GENERAL CERTIFICATES OF ATTENDANCE

If you do not have one of the designations listed above but would like a certificate of attendance for the conference, you may request one in each session survey. Post conference, the IWCF will send you a certificate of attendance.