

## Oklahoma Continuing Education

## Frequently Asked Questions

### **What are the OID continuing education requirements for RESIDENT Adjusters?**

Resident Oklahoma adjusters are required to complete 24 hours of Continuing Education within their 2-year licensing period. Three (3) of the total 24 hour requirement must be completed in Ethics and two (2) hours of State or Federal legislative updates.

Resident adjusters that adjudicate Worker's Compensation claims in Oklahoma are required to take 6 hours of CE in Oklahoma Workers Compensation Act.

### **What are the OID continuing education requirements for NON-RESIDENT Adjusters?**

Continuing education requirements do not apply to non-resident adjusters licensed in a state that has a continuing education requirement for adjusters.

Non-Resident adjusters that adjudicate Worker's Compensation claims in Oklahoma are required to take 6 hours of CE in Oklahoma Workers Compensation Act.

### **Does the OID provide online access to my license and CE status/transcript?**

Oklahoma adjusters can now view their current CE education transcript, update their e-mail address, renew or print their license using the State Based Systems Online Services provided at <https://sbs-ok.naic.org/Lion-Web/jsp/ext/login/launch.jsp>

### **What are the OID rules on repeating courses and CE carry-over rules?**

If you take a course more than once in the same twenty-four month license period, you will get credit only once. Duplicated credits may not be carried forward. An adjuster may repeat a course after two (2) years have elapsed.

A maximum of six (6) credit hours in excess of the minimum twenty-four month period requirement shall carry forward to the next twenty-four month period. Excess hours may be applied to bring a lapsed license into compliance.

### **Does the OID provide for extensions of time for a Licensee to complete CE?**

For good cause shown, the Commissioner may grant an extension of time during which the requirements imposed by the act may be completed. The extension shall not exceed twelve (12) months. The extension will not alter the requirements or due date of the succeeding twelve-month period. "Good cause" includes disability, natural disaster, or other extenuating circumstances. Each request for extension of time shall be in writing from the licensee and shall include details and any documentation to support the request. Each request must be received by the Commissioner no less than thirty (30) days before the expiration of the twenty-four month period.

### **Can I fulfill all of my Oklahoma CE requirements by completing online Self Study and Distant Learning Courses?**

Yes. There are no restrictions on the number of online programs.

### **What are the Final Examination Requirements?**

The OID requires that all Self-Study courses must include a "closed book" examination for students to receive credit. Our exams consist of 25 multiple choice questions. CE credits will only be allowed if the student achieves a minimum score of seventy percent (70%) or higher. If you don't pass the first time, try again. Exam retakes are unlimited.

**What are the Final Examination Proctor Requirements?**

None. Effective 9/10/12 the OID is no longer requiring a proctor to be present during the final exam for self-study online continuing education courses.

**How are my CE course completion reported to the OID?**

Reporting course completions is the CE provider's responsibility. We will be notified immediately after you sign off and we'll file your CE electronically with the OID through SBS.

**Will I receive a Certificate of Completion from AE21 upon completing a course?**

Yes. At the conclusion of the online course you will have an opportunity to print your Certificate of Completion.

**What if the FAQ's do not address my question/issue?**

Call us @ 1-800-820-4550. If we can't answer your question we will refer you to someone who can.

**How can I contact the Oklahoma Insurance Department (OID)?**

ODI Phone#: Local (405) 521-3916 or Toll Free (800)-522-0071

OID Licensing & CE Website: [http://www.ok.gov/oid/Licensing\\_and\\_Education/index.html](http://www.ok.gov/oid/Licensing_and_Education/index.html)

OID Contact Information: <http://www.ok.gov/triton/contact.php?ac=181&id=157>

OID Adjusters Information: [http://www.ok.gov/oid/Licensing\\_and\\_Education/Adjusters.html](http://www.ok.gov/oid/Licensing_and_Education/Adjusters.html)

OID CE Email address: [education@oid.ok.gov](mailto:education@oid.ok.gov)

**USPS Mailing Address:**

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