

Information on 2012 MCLE Compliance Reporting

Members with an MCLE reporting period ending December 31, 2012 will be receiving an MCLE Compliance Report from our office **via e-mail** by November 1, 2012. If you do not receive and submit the compliance report by the due date, you could be suspended for failure to comply with the MCLE rules. To check your address and MCLE reporting period information on our website, go to www.osbar.org/secured/login.asp.

Here are some frequently asked questions about MCLE compliance.

- 1) **Do I have to complete access to justice credits?** Yes, if your three-year reporting period ends 12/31/2012, you are required to complete three access to justice (formerly called elimination of bias) credits. If you are a new admittee whose first MCLE reporting period ends 12/31/2012, you must complete a three-credit hour **introductory** course in access to justice.
- 2) **Are the professional responsibility credits (legal ethics, child abuse reporting and access to justice) part of or in addition to the minimum requirement?** The professional responsibility credits are included in your minimum requirement. If your three-year reporting period ends 12/31/2012, your minimum requirement is 45 credits **INCLUDING** 5 legal ethics, 1 child abuse reporting and 3 access to justice. If your first reporting period after reinstatement ends 12/31/2012, your minimum requirement is 15 credits **INCLUDING** 1 legal ethics and 1 child abuse reporting. If your first reporting period after admission ends 12/31/2012, your minimum requirement is 15 credits **INCLUDING** 10 practical skills, 1 legal ethics, 1 child abuse reporting and a three-credit hour **introductory** access to justice course.
- 3) **Can I include programs on my report that have not been accredited in Oregon?** No. If a program you attended has not been accredited, you need to apply for accreditation by completing MCLE Form 2 and sending it to our office along with the requested enclosures. The form is on our website at www.osbar.org. Submit this form now so we'll have time to process it and notify you of the credit information before the end of the year.
- 4) **How do I know if a program has been accredited in Oregon?** Use our searchable program database available on our website to find out if a program you attended has been accredited. From the OSB home page, click on MCLE, and then click on the Program Database link at the top.
- 5) **Can extra access to justice credits be counted as ethics credits?** No. Extra access to justice credits cannot count as ethics credits and extra ethics credits cannot count as access to justice credits. You can, however, count extra access to justice and ethics credits as general or practical skills credits.
- 6) **Why are some of the activities I completed not posted to my transcript?** Attendance information is posted on a regular basis. It is possible that we have not received the attendance information from the program sponsor. If an accredited activity has not been posted to your transcript, you can simply add it (manually) to page two (the itemization page) of your compliance report.
- 7) **If my principal office is in Washington (or Idaho or Utah), do I have to submit a completed compliance report?** If your principal office is in Washington, Idaho or Utah, you can comply with Oregon's MCLE requirements by completing the child abuse reporting credit and submitting a current Certificate of Compliance from the MCLE

office in your principal state of practice. Attach the certificate to page one of your Oregon MCLE Compliance Report. On page two of the report, indicate when and how you completed the child abuse reporting credit. Then sign the report and return it to our office by the deadline.

- 8) **If I am an out-of-state member but not in Washington, Idaho, or Utah, do I have to submit a completed compliance report?** Yes. You must meet the Oregon MCLE requirements. If the activities you attended have not been accredited in Oregon, you must provide information about them from which it can be determined whether the programs substantially meet Oregon's MCLE standards and from which we can calculate the number of 60-minute credits for which the program qualifies. This can include certificates of attendance, brochures describing the program content and schedules, and evidence of accreditation in the jurisdiction in which you practice.
- 9) **What is the deadline to complete my credits and submit my report?** All credits must be completed by midnight on December 31, 2012. The completed compliance report is due in our office no later than 5:00 p.m. on Thursday, January 31, 2013. Reports may be delivered by facsimile or electronic transmission.
- 10) **If I am not practicing law, do I need to comply with the MCLE rules?** If you are an active member of the Oregon State Bar, you are required to comply with the MCLE rules.
- 11) **How do I view my compliance report online?** Go to www.osbar.org/secured/login.asp and log into your account. Then use the **Check Your MCLE Compliance Report** link under **Annual Reporting**.
- 12) **Can I complete my credits by screening tapes, CDs, etc. of accredited programs?** Yes, provided the original program date is less than **three** years prior to the screening date.
- 13) **Can I re-screen a tape I screened during my last reporting period?** No, pursuant to MCLE Rule 5.7(d), you cannot claim credit for a CLE activity for which you have already obtained MCLE credit.

If your question has not been answered, please call the MCLE Department at 1-503-620-0222 ext. 368 or toll free in Oregon 1-800-452-8260, ext. 368. If you prefer, you can e-mail your question to Denise Cline, MCLE Program Manager, at dccline@osbar.org.