

## Information on 2016 MCLE Compliance Reporting

All credits must be completed by midnight on December 31, 2016. The completed, signed compliance report is due no later than 5:00 p.m. on January 31, 2017. Reports may be sent via regular mail or email to [mcle@osbar.org](mailto:mcle@osbar.org).

Here are some frequently asked questions about MCLE compliance.

- 1) **Do I have to complete access to justice credits?** No, members in a three year reporting period ending 12/31/2016 are not required to complete access to justice credits. If you are a new admittee whose first MCLE reporting period ends 12/31/2016, you must complete a **three-credit hour introductory course in access to justice**.
- 2) **Are the professional responsibility credits (legal ethics, child abuse reporting, elder 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 12/31/2016, your minimum requirement is 45 credits INCLUDING 5 legal ethics and 1 elder abuse reporting. If your first reporting period after reinstatement ends 12/31/2016, your minimum requirement is 15 credits INCLUDING 2 legal ethics. If your first reporting period after admission ends 12/31/2016, your minimum requirement is 15 credits INCLUDING 10 practical skills, 2 legal ethics, 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](http://www.osbar.org). Submit this form no more than 30 days after the program date.
- 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 access to justice credits be counted as ethics credits?** No. Access to justice credits cannot count as ethics credits and 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 I am an active member in a jurisdiction with which Oregon has established MCLE reciprocity (currently Washington, Idaho or Utah), do I have to submit a completed compliance report?** You may comply with Oregon's MCLE requirements by completing the elder abuse reporting credit and submitting a current Comity Certificate of MCLE Compliance from that jurisdiction. 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 elder 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, 2016. The completed compliance report is due in our office no later than 5:00 p.m. on January 31, 2017. Reports may be submitted via email.
- 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](http://www.osbar.org/secured/login.asp) and log into your account. Click on the **MCLE Reporting** tab on the dashboard.
- 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](mailto:dccline@osbar.org).