



Procedures for Implementing DRC CME Policy **(Adopted August 19, 2016; revised September, 2016)**

On February 26, 2016, the Commission adopted a mandatory CME policy, requiring all active FFS and MSC certified mediators to complete two hours of approved continuing mediator education on an annual basis. Pursuant to the CME Policy, the Commission hereby issues these Procedures for Implementing DRC CME Policy. The CME Policy shall become effective for the FY 2017-2018 certification renewal period.

1. The CME Policy shall apply to all **active** MSC and FFS certified mediators.
2. The CME Policy supercedes the Commission's prior voluntary CME policy in which the Commission recommended that all mediators complete three hours of eligible CME on an annual basis. Mediators were required to report any CME activity taken on their annual certification renewal applications.
3. A program will be approved for CME credit by the Commission only if it is also eligible and has been approved for CLE credit by the Board of Continuing Legal Education of the NC State Bar.
4. A program will be eligible for CME credit only if it relates to "G.S. §7A-38.1, G.S. §7A-38.4A, Rules of the NC Supreme Court for the MSC and FFS Programs, Rules of the NC Industrial Commission, Standards of Professional Conduct for Mediators, Grievance and disciplinary procedures of the DRC, advisory opinions adopted to date by the DRC, or case law updates involving mediation." Self-study is no longer eligible for CME credit.
5. For FY 2017-2018 certification renewal, approved CME shall be completed between October 1, 2015, and September 30, 2017. In subsequent fiscal years, CME shall be completed between July 1 of the prior fiscal year and September 30 of the fiscal year for which the mediator certification renewal application is being filed, and, if required, shall be reported on each annual mediator certification renewal application.
6. Except for mediator certification renewal for FY 2017-2018, there shall be no carry-over of CME credits from fiscal year to fiscal year.

7. Approved CME hours completed between July 1 and September 30 of any given year shall be eligible for CME credit for one certification renewal period only.

8. Completion of approved CME shall not be required for certification renewal for the fiscal year following initial certification.

9. Except as set out in (8) above, approved CME shall be completed prior to the filing of a mediator's certification renewal application for each fiscal year.

10. Mediators holding dual certifications need only complete two hours approved CME annually.

11. An approved CME program shall be a minimum of 1.0 hour in duration. No CME credit will be available for partial-hour programs. Approved programs between 1.0 and 2.0 hours in duration will be rounded down to 1.0 hour for CME credit.

12. CME credit shall be awarded to presenters of programs approved by the Commission for CME credit on an hour for hour basis. A presenter will not receive additional CME credit for partial-hour programs, or any portion of a program between 1.0 and 2.0 hours. A presenter on a program panel who participates during the full program will receive an hour for hour credit under this paragraph, regardless of the length of his/her specific presentation during the program.

Revised September, 2016