



OREGON WORKERS COMPENSATION INSTITUTE, LLC

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BASIC WORKERS' COMPENSATION EXAMINER CERTIFICATION COURSE **INFORMATION SHEET AND SCHEDULE FOR 2012**

Thank you for inquiring about our *Basic Workers' Compensation* course for Oregon claims examiners. This sheet provides answers to the most frequent asked questions, including this year's course schedule.

INSTRUCTOR

The course is designed and presented by Jerry Keene, an attorney with decades of experience specializing in workers' compensation appeals and regulatory consulting. Jerry is the founder of OWCI and authored both the course textbook *Basic Workers' Compensation*® and the certification examination. He frequently speaks on legal issues for workers' compensation organizations and has been teaching the course since 1991, when certification was first required by law. He will be joined by attorneys from the defense firm of *Reinisch Mackenzie, P.C.* who will conduct "labs" at the end of each lecture to provide special mentoring and study questions specifically designed to assist in preparation for the Oregon examination.

COURSE DATES

Each course consists of 10, three-hour sessions on Tuesdays and Thursdays unless otherwise noted:

Spring Course: 2:00 to 5:00 p.m. on March 6, 8, 13, 15, 20, 22, 27, 29, Apr. 3, 5 (exam)
Summer Course: 2:00 to 5:00 p.m. on July 10, 12, 17, 19, 24, 26, 31, Aug. 2, 7, 9 (exam)
Fall Course: 2:00 to 5:00 p.m. on Oct. 23, 25, 30, Nov. 1, 6, 8, 13, 15, [no classes
Thanksgiving week] Nov. 27, 29 (exam)

Attendance: Students may not miss more than two class sessions to remain eligible to take the certification exam. Taped replays of lectures may be available if classes fill or live course participants wish to make up missed sessions.

CERTIFICATION

Oregon law requires prospective claims examiners to score 80% or more on an examination that tests familiarity and ability to "navigate" workers' compensation rules and statutes; the ability to perform basic processing functions, and familiarity with the rules governing IME interactions. The OWCI course and exam are designed to satisfy these requirements. Approximately 80% of our students historically have passed, but we cannot and do not guarantee passage. Upon passage, participants receive all documentation necessary to satisfy Oregon law governing certification. The course also satisfies most of an examiner's continuing education certification requirements (but only 1 of the 3 required IME credits).

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TUITION & FEE

The course tuition is **\$480**, which includes all instruction, the 250-page course textbook and a complete set of Oregon's entire statutes (ORS Chapter 656). Because the course often fills, the fee is payable in advance and *is non-refundable* unless an alternate is found to replace students who cancel.

Unfortunately, we are not equipped to handle credit card/debit card transactions of any type.

MATERIALS

Tuition includes the textbook, a printed copy of Oregon's workers' compensation statutes (ORS Chapter 656), and a copy of the study questions for exam preparation. Students must obtain their own copy of the current version of Oregon's workers' compensation administrative rules (OAR Chapter 436), which may be downloaded at http://www.cbs.state.or.us/wcd/policy/rules/docconv_21365/436_fullset.pdf Participants must bring a two-inch, three-ring binder to hold the printed materials (we also recommend a set of tabbed page dividers). Students will also need a pocket calculator.

COURSE METHODOLOGY AND STUDENT TIME COMMITMENT

The course consists of 9 substantive lectures based upon assignments to read 13 course book chapters accompanied by a discussion of associated study questions that students complete in advance for each class. Students should plan to devote at least 4 hours a week to outside study in addition to attending classes. Approximately a half-hour of each class will be devoted to a discussion of study questions targeted to preparation for the examination. At the end of Class No. 8, students will also be provided a Practice Examination for discussion in Class No. 9. The 10th class is devoted to the examination.

DIRECTIONS TO *REINISCH MACKENZIE* TRAINING CENTER

Our Training Center is generously donated by the workers' compensation law firm of ***Reinisch Mackenzie, P.C.*** in their Portland office near Washington Square Mall at 10260 SW Greenburg Road, Suite 1250, Portland OR 97223.

Directions from Hwy 217 Northbound or Southbound. Take the Greenburg Road exit and turn east (towards Washington Square). Just past the overpass, immediately turn right onto Oak Street. Take the second driveway on the left. Park in the parking structure to your right (no charge) on any floor. Each floor has a stairway or entrance directly into the lobby. Enter the lobby from the parking structure and proceed to the first set of (four) elevators. Come to the 12th (top) floor and look for the sign or ask at the **Reinisch Mackenzie, P.C.** front desk.

REGISTRATION

To register for a course, please request a registration form at www.OregonComp.com then forward it with a check for **\$480** to **Jerry Keene/OWCI, P.O. Box 338, Oceanside OR 97134**. (OWCI's tax I.D. number is available upon request.) Upon mailing your registration, please e-mail Jerry Keene at jerryk@OregonComp.com – especially if it is less than a month before the course starts. Because our classes routinely fill, it is also advisable to e-mail or call Jerry in advance (contact info below) to confirm there are still spots available. Please also feel free to contact Jerry Keene with other questions.