

IAIR Continuing Education Requirements and Reporting

December 31, 2020

Continuing Education Requirements:

In order to obtain a Certified Insurance Resolutions Director (CIRD) designation, an applicant must demonstrate fulfillment of the minimum continuing education requirements. IAIR Continuing Education Credits are based on a 60 minute hour. Applicants for a CIRD designation must demonstrate participation in thirty (30) hours of eligible continuing education activity during the two years immediately preceding their application, a minimum of five (5) of which must be from an IAIR program. Effective January 1, 2021, the thirty (30) hours of eligible continuing education must include two (2) hours that qualify for ethics credit.

An Accredited Insurance Resolutions Director (AIRD) applicant that achieves a passing score on the AIRD designation will be subject to the following CE requirements based on the date their designation is approved by the Board:

- I. If there are 6 months or less remaining in the two-year CE reporting period (begins 1/1 of each odd year and ends 12/31 of each even year), the new designee will be required to earn the approved amount of CE beginning with the next reporting period;
- II. For individuals that have more than 6 months remaining in the two-year reporting period, the requirements will be pro-rated by quarters using the chart below;
- III. Once an individual has earned an AIRD designation and moved into a full CE reporting period, they will be required to earn the full amount of CE for each two-year reporting period.

Requirements Using 2021 and 2022 as a Two-Year Reporting Period				
Approval Date on or Before	Quarters Remaining	IAIR Hours Required	Other CE Hours Required	Total CE Hours Required
3/31/2021	7	5.00	25.00	30.00
6/30/2021	6	3.75	18.75	22.50
9/30/2021	5	3.00	16.00	19.00
12/31/2021	4	2.50	12.50	15.00
3/31/2022	3	2.00	9.00	11.00
6/29/2022	2	1.25	6.25	7.50
6/30/2022	N/A	0	0	0

In order to retain an IAIR professional designation, IAIR members are required to earn and report a minimum of thirty (30) hours of continuing education (“CE”) credits over a 2-year reporting period, five hours of which must be earned from IAIR activities, and effective January 1, 2021, two (2) of the thirty hour total that qualify for ethics credit. Each two-year reporting period begins on January 1 of each odd numbered year and ends on December 31 of each even numbered year.

Continuing Education Reporting:

It is the responsibility of each designee to maintain records documenting their participation in relevant continuing education programs. On or about December 1 of each year, the IAIR Administrator will issue notices to designees for the payment of accreditation fees and the reporting of Continuing Education. On or before January 31 of each year, designees must submit to the IAIR Administrator, in addition to their accreditation fees, a completed Continuing Education Reporting Form identifying the programs for which they are claiming credit.

Carryover of CE Credits

For purposes of maintaining CE compliance, a CIRD or AIRD designation holder who participates in and reports more than the minimum number of CE credit hours applicable to a two-year reporting period may carry-over up to 5 hours of CE credit to the next reporting period.

Credit for Presentations or Publications

A member may earn CE credit for time spent researching, preparing and delivering a presentation at any CE program or for writing an article or paper for publication, provided, that the subject matter of such program or publication is relevant to any of the seven CIRD designation operational areas and otherwise complies with this policy. Credit shall be limited to the actual number of hours spent in these activities up to a maximum of 3 hours for each original publication, and 1 additional hour for each hour of presentation time. CE credits for these activities are in addition to CE credit for program attendance.