

## Registration Information

To register for a Certified Idaho Workers' Compensation Specialist (CIWCS) course, print, complete, and return this form as an email attachment to: [CIWCSRegistration@iic.idaho.gov](mailto:CIWCSRegistration@iic.idaho.gov).  
If there is space remaining in the requested course, we will then send you an invoice.

## Upcoming Dates:

**(FULL)** May 17, 18, 19, 20, 2016, Lewiston, co-sponsored by St. Joseph Regional Medical Center  
July 13, 20, 27, 28, 2016, Boise, Industrial Commission Main Office  
September, 13, 14, 15, 16, 2016, Coeur d'Alene, co-sponsored by Kootenai Health  
November 15, 16, 17, 18, 2016, Boise, Industrial Commission Main Office  
2017: May 16, 17, 18, 19, 2017, Blackfoot, co-sponsored by Bingham Memorial Hospital

## Course Selection:

- Foundation 2-Day Course—\$169.00**  
Appropriate for employers and medical providers (*not available for adjusters or attorneys*)
- Advanced 4-Day Course—\$249.00**  
Appropriate for those in the workers' compensation industry

*Tuition includes continental breakfast the first three days of class and lunch on days 2 and 3. Course outline and reference books, certificates of attendance and completion, 22 continuing education credits (includes 3 ethics credits) from the Department of Insurance & 19.25 MCLE credits (including 1 ethics credit) from the Idaho State Bar Association (credits subject to change).*

## Attendee Information:

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Email: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_  
Zip: \_\_\_\_\_ Phone: \_\_\_\_\_

## - Additional Information -

*Cancellations by attendees must be received by the Commission at least 20 days before the first class or tuition will not be refunded. Course information, with location map, will be sent by email two weeks prior to the course date.*

*Registration is at 8:00 a.m. with classes from 8:15 a.m. to 5:00 p.m. on each of the first three days with class from 8:15 a.m. to 1:00 p.m. the fourth day. Lunch is from noon until 1:00 p.m.*



## IDAHO INDUSTRIAL COMMISSION

# *Certified Idaho Workers' Compensation Specialist Program*

## A Comprehensive Course on Idaho's Workers' Compensation System



## TESTIMONIALS FROM PAST ATTENDEES:

"This is such a great course! The CIWCS course provides a real world setting of workers' compensation in a supportive and enthusiastic learning environment. The information presented is done in such a way where all who attend can understand and benefit!"

-HOLLY ALDERMAN, SEDGWICK

"This class exceeded my expectations and was incredibly helpful."

-EMMA WILSON, PARTNER AT BREEN VELTMAN WILSON

"Anyone who works with workers' compensation claims should attend this course. The information provided is invaluable!"

-DEED HALL, NORTHERN LIGHTS

"It was nice to be able to go to a training and actually learn a lot of new stuff!" I have already used my newfound knowledge in meetings with clients while helping them to better understand the system."

-RON PATTON, KOOTENAI OCCUPATIONAL MEDICINE

"This was a great class. I would definitely recommend it to anyone that deals with compensation (medical offices, employers, adjusters, attorneys, etc.)."

-STEPHEN NEMEC, ATTORNEY, VERNON & WEEKS, PA

## Levels of Certification

We offer two levels of certification, with the respective curriculums as follows:

### FOUNDATION LEVEL (2 DAY COURSE; NOT AVAILABLE FOR ATTORNEYS OR PROFESSIONAL ADJUSTERS)

- Review of statutes and decisions
- Compensability
- Claims reporting requirements
- Medical fee payments and disputes
- Lump sum settlements (LSS)
- Change of Physician
- Subrogation

Attendees signing up for the Foundation Level and passing the final exam with 85% or higher will be recognized as a "Certified Idaho Workers' Compensation Specialist–Foundation Level," for a period of three years.

### ADVANCED LEVEL (4 DAY COURSE)

In addition to the Foundation Level, the Advanced Level curriculum includes:

- Average weekly wage/income benefit calculations
- Disability (temporary, permanent, partial, total)
- Permanent Partial Impairment and Disability-In-Excess
- Death benefits: Carey formula; second injury fund
- Attorney fee regulations

Attendees signing up for the Advanced Level and passing the final exam with 85% or higher will be recognized as a "Certified Idaho Workers' Compensation Specialist–Advanced Level," for a period of three years.

## About Our Instructors

**Richelle Flores** is a certification instructor for the Idaho Industrial Commission's CIWCS course. She has worked with the Industrial Commission for more than eight years. She oversees Quality Assurance for the Claims section, and serves as a Benefit Analyst in the Claims and Benefits Department.

**Scott McDougall** graduated from the University of Utah in 1970. He has been certified as a Quality Auditor and served as Chairman of the Southwest Idaho section for the American Society for Quality. He serves as Manager for the Industrial Commission Claims and Benefits Department.

**Chelsea Conlon** graduated from Boise State University in 2014 and attended Hosei University in Tokyo, Japan. She serves as a Benefit Analyst and the Medical Provider Education Coordinator for the Claims and Benefits Department. She is also the primary co-instructor for the CIWCS course.

**Courtney Butler** graduated from the College of Idaho in 2011. In 2014, she graduated from Boise State University with a Master's degree in Public Administration. She also holds a Graduate Certificate from Boise State University in Conflict Management. She has several years of experience in the Criminal Justice field. Courtney is a Program Analyst for the Claims and Benefits Department.

## Prior Course Co-Sponsors

- Active Hand and Physical Rehabilitation
- Bonner General Hospital
- Intermountain Spine and Orthopaedics
- Kootenai Occupational Medicine
- North Idaho Medical Care Center
- Portneuf Medical Center WorkMed
- St. Luke's/Idaho Elks Rehabilitation Services
- Gritman Medical Center
- Clearwater Paper Corporation
- St. Joseph's Regional Medical Center
- Magic Valley RMC Occupational Health
- Mountain West Hospital - Occupational Health
- CH2M-WG Idaho, LLC