

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.

If there is space remaining in the requested course, we will then send you an invoice.

Upcoming Dates:

2018

- July 11, 18, 25, 26, 2018, Boise, Industrial Commission Main Office
- September 11, 12, 13, 14, 2018, Post Falls
- November 6, 7, 8, 9, 2018, Boise, Industrial Commission Main Office

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 and 20 MCLE Credits (including 0.75 ethics credits) 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., with lunch provided on the second and third day.

Revised 11/17

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IDAHO INDUSTRIAL COMMISSION

Certified Idaho Workers' Compensation Specialist Program

A Comprehensive Course on Idaho's
Workers' Compensation System



Testimonials of 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

"The 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

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

-Stephen Nemeč, Attorney, Vernon & Weeks, PA

Levels of Certification

We offer two levels of certification, with the respective curricula 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, 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

Jennifer Poole graduated from Boise State University in 1993. She is a Program Analyst in the Claims and Benefits Department and has been with the Industrial Commission for over 10 years. She is also an Idaho Certified Professional Mediator and adjunct faculty at Boise State.

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.

Michelle Wong has a bachelor's degree from Boise State University. She has over twenty years of experience as an automobile injury claims handler. She is the Medical Program Analyst in the Claims and Benefits Department, overseeing the Medical Fee Schedule and Medical Fee Dispute program.

Kate Miller has 18 years of experience interpreting and applying Idaho's Workers' Compensation Laws as an Industrial Commission Employer Compliance Representative. She is a Certified Public Manager who currently serves as a Benefits Analyst and the Employer Education Coordinator 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