

DEPARTMENT OF INSURANCE

ADMINISTRATION & LICENSING SERVICES BRANCH
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**NOTICE**

TO: All Bail Education Providers and Other Interested Parties

DATE: January 19, 2011

SUBJECT: Consulting Requirement for Education Courses

Background

Section 1810.7(c) of the California Insurance Code requires bail education providers to consult with the California State Sheriff's Association, the California District Attorney's Association and the County Counsels' Association of California prior to submitting outlines for new education courses to the California Department of Insurance (CDI) for approval. This requirement applies to both preclicensing and continuing education courses but does not apply to the renewal of previously approved courses.

The associations are to respond to the education providers within 30 days of receipt of the outlines. The response will either provide specific comments regarding the course content or indicate that there are no comments.

Steps for Submitting New Education Courses for Approval

To avoid delays in the review of your course outline please perform the following steps when submitting a new education course to CDI for approval:

1. Prepare a course outline that provides sufficient detail of the material to be covered in the course so that the three associations may perform a meaningful review of the course content. A course outline that only shows the headings for each topic does not provide sufficient detail of the material. Send the course outline by e-mail to the following contacts:

California State Sheriff's Association
c/o Jim Denny
cgreen@calsheriffs.org and
ccoyn@calsheriffs.org
(916) 375-8000

California District Attorney's Association
c/o Scott Thorpe
sthorpe@cdaa.org
(916) 443-2017

County Counsels Association of California
c/o Jennifer Henning
jhenning@coconet.org
(916) 327-7535

2. Concurrent with step #1, submit the education course application including the detailed course outline, a declaration signed by the provider director stating that the course outlines were sent to the associations, copies of the cover letters sent to the associations, the applicable filing fee and other required attachments to CDI's Education Section. The instructions for the filing requirements are listed on the Bail Course Application/Renewal Application which is located at the following CDI website: <http://www.insurance.ca.gov/0200-industry/0040-see-producer-forms/0200-education-providers/index.cfm>
3. Send your responses from each association to the following CDI e-mail address: vicki.lyman@insurance.ca.gov

Questions

For all inquiries regarding bail prelicensing and continuing education, please call CDI's Education Section's voicemail at (916) 492-3064.