

Rule 807

PROVIDER RESPONSIBILITY

- (a) **Marketing Prior to Approval.** A provider of a CLE program pending approval must announce in any marketing that approval is pending. A provider must not advertise a CLE program as approved until the provider receives a notice of accreditation.
- (b) **Late Report of Attendance.** A provider responsible under Rule 806(a) for reporting the attendance at an approved program held in a compliance period must report the program attendance by July 31. Otherwise, the provider is responsible for the fees set forth in Rule 809(e).
- (c) **Program Audit.** A provider must allow a Board member or a representative of OJA to attend, free of charge, an approved program to audit compliance with these rules. A Board member or OJA representative auditing an approved program will not receive CLE credit for attendance.
- (d) **Evaluation.** At the conclusion of an approved program, a provider must give a participating attorney the opportunity to complete an evaluation form addressing the quality, effectiveness, and usefulness of the program. OJA may request a copy of the evaluation.
- (e) **Record Retention.** A provider must keep attendance records and evaluation summaries for an approved program on file for a minimum of three years.

[**History:** New rule adopted effective July 1, 2011; Am. effective July 1, 2017; Am. effective October 2, 2019; [Rule 805 renumbered to Rule 806 and Am. effective April 2, 2021](#); [Rule 806 renumbered to Rule 807 and Am. effective June 1, 2021](#); [Am. effective July 1, 2022.](#)]