

**11 NCAC 08 .1416            CONTINUING EDUCATION COORDINATOR**

Every sponsor of a CE course shall designate one person to serve as the Continuing Education Coordinator for all Board-approved continuing education courses offered by the sponsor. The designated Coordinator shall serve as the official contact person for the sponsor and shall be responsible for the following:

- (1) Monitoring the attendance and conduct of students in accordance with 11 NCAC 08 .1417 and 11 NCAC 08 .1419 at the sponsor's Board-approved CE courses;
- (2) Signing the course completion certificates provided by the sponsor to licensees completing courses; and
- (3) Submitting to the Board all required fees, rosters, reports, and other information.

*History Note:*     *Authority G.S. 143-143.10; 143-143.11B;*  
                         *Eff. August 1, 2002;*  
                         *Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9,*  
                         *2018.*