

## Guardianship and Conservatorship Program Regulations

### 208 Submission of Information Reporting of Attendance

208.1 Compliance Report. By January 31 immediately following each reporting period, each Guardian and Conservator shall submit an affidavit to the Committee, at the AOC, setting forth all information required by the Affidavit Reporting CEUs concerning such Guardian and Conservator's completion of approved continuing education during the preceding reporting period. The affidavit shall be submitted in conformity with instructions provided by the Administrative Office of the Courts. Such affidavit shall also contain a report of "carryover" credits, if any, as delineated in Regulation 202.

208.2 Late Compliance Report. If an active Guardian and Conservator has not submitted the minimum education requirement for the preceding reporting period by January 31, or complied with Regulation 208.1, compliance may still be accomplished by:

208.2.1 Late Compliance Report. Submitting by April 1 the affidavit called for by Regulation 208.1, the Affidavit Reporting CEUs, setting forth therein the extent of the active Guardian and Conservator's compliance with the minimum education requirement. All continuing education activities submitted on the Late Compliance Report must have transpired either (a) during the two-year reporting cycle or (b) by March 31st immediately following the reporting cycle, with the exception of earned carry-forward credits as described in 202.3. Credits reported on the Late Compliance Report form under 208.2.1 (b) may not be used to comply with the minimum education requirement for any other reporting period.

208.2.2 Paying at the time of filing such Late Compliance Report a special service fee. All fees shall be published annually by the Certified Professional Guardianship and Conservatorship Board no later than September 1 of the preceding year.

208.3 An active Guardian and Conservator who fails to comply with the provisions of this regulation shall be subject to the procedures and provisions of Regulation 211.