

CERTIFIED PROFESSIONAL GUARDIANSHIP AND CONSERVATORSHIP BOARD AFFIDAVIT REPORTING CONTINUING EDUCATION UNITS (CEUs)

Biennial Reporting Period Covered: January 1, 2021 through December 31, 2022

CEU Reporting Due: January 31, 2023

Name _____ CPG# _____

The Guardian Program strongly encourages CPGCs to complete the 2021-2022 Affidavit Reporting CEUs online. You can do this by visiting the [Guardian Portal](#), select the CPGC Program tab, select Application & Account Maintenance, select Continuing Education Units and logging into your CEU account by entering your license number and password. If you need help logging into your CEU account, please contact Samar Malik at 360.705.5308 or Samar.Malik@courts.wa.gov.

If you prefer to complete the 2021-2022 CEU Reporting manually, please complete this form and return to AOC. List all approved continuing education courses you attended, taught, or participated in during the current reporting period (January 1, 2021 through December 31, 2022).

To claim **teaching credit** per [Regulation 201.7](#), please fill in the total teaching time and total preparation time for that segment below. For information on **teaching credits and computation**, please see [203.5.1](#).

To claim **participating credit** per [Regulation 201.8](#), please fill in the total participating time and total preparation time for that segment below. For information on **participating credits and computation**, please see [203.5.2](#).

Credit hours earned for teaching, participating, and preparation time for a particular segment of an activity will be added to credits earned for the current reporting period and allocated to the appropriate credit category type.

Please attach additional sheet(s) as necessary.

Name of Course Taken/Attended (Attach Attestation Form/Certificate of Completion)	Date	General Hours	Ethics Hours	Emerging Issues Hours	Total Teaching Time	Total Participating Time	Total Prep Time
Carryover Credits from Prior Reporting Period: (January 1, 2019 – December 31, 2020)							
Credits Earned for Current Reporting Period: (January 1, 2021 – December 31, 2022)							
Subtract 24 Credits Required:		-16	-4	-4			
TOTAL CREDITS EARNED FOR 2021 – 2022:							
Carryover Credits Allowed:		Up to 10 credits allowed	Up to 2 credits allowed	0 credits allowed			
Credits Carried Over to Next Reporting Cycle of 2023 – 2024:							

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As described in [Regulation 213](#), if a guardian/conservator is admitted during the first year of the reporting period, the guardian/conservator needs to only complete 12 credits by the end of the reporting period. If a guardian/conservator is admitted to practice in the second year of the reporting period, the guardian/conservator is not required to comply with the minimum continuing education credits for that reporting period.

If minimum education requirements per [Regulation 202](#) are not reported by January 31, 2023, a guardian/conservator may still comply by submitting this Affidavit Reporting Continuing Education Units (CEUs) by April 1, 2023 and paying a service fee of \$300.00. Failure to report by April 1, 2023 may result in decertification. See [Regulation 208](#).

I declare under penalty of perjury under the laws of the state of Washington the foregoing is true and correct.

Date

Place Signed (City and State)

Signature

Return this completed form to:

**Administrative Office of the Courts
C/O Samar Malik
PO Box 41170
Olympia, WA 98504-1170
Samar.Malik@courts.wa.gov**

It's important to keep your contact information up-to-date so the Guardian Program can contact you regarding important information and questions. **Please send updated contact information to guardianshipprogram@courts.wa.gov.**