

# Long-Term Care Free VA LTC Training & CE Credit!



7/25/07

S.LTC.C.B.H

COMPLIANCE

Virginia's new Long-Term Care regulations will be effective on September 1, 2007. Therefore, producers who wish to sell LTC policies after this date **must complete the training requirements**. Because all of Mutual of Omaha's LTC policies are designed to meet partnership requirements, producers who have not completed the training by September 1, 2007 cannot solicit new Mutual of Omaha LTC applications.

Producers are required to complete an initial 8-hour training course and thereafter, a 4-hour training "refresher course" every 2 years. A score of 70% is required to pass. **Mutual of Omaha's on-line LTC training is immediately available** and producers can take the course at no charge. Please note: applying for and receiving CE credits are options and are not necessary to meet and comply with the Virginia LTC training requirements to market long-term care insurance.

## FREQUENTLY ASKED QUESTIONS

### Q How do I take Mutual of Omaha's free online training course?

- A
1. Log onto [www.mutualofomaha.com/broker](http://www.mutualofomaha.com/broker)
  2. Go to the LTC home page
  3. Click "LTC Partnership Programs" under the "LTC Resources" heading at the bottom of the page
  4. Click the Virginia link and follow the instructions provided before taking the exam

### Q What happens after I've completed the course?

A You will be given two options:

1. **If you ARE applying for CE credit:**

- Submit your **Final Exam Scoring Sheet** and signed **Affidavit of Personal Responsibility** (located on the screen that appears after selecting your state) to Corporate Learning.
- Corporate Learning's fax number is **402-351-6850**.  
For questions, contact Corporate Learning at **1-800-365-1405**, option #5.

2. **If you ARE NOT applying for CE credit:**

- To fulfill the LTC training requirement and to continue marketing long-term care insurance (where required by state regulations) complete the **Course Acknowledgement Form**. Print the Course Acknowledgement Form and the Final Exam Scoring Sheet and submit them to Producer Services at:

Fax	Regular mail	Overnight/Express mail
402-997-1830	Mutual of Omaha 8-Producer Services Mutual of Omaha Plaza Omaha, NE 68175	9330 State Hwy 133 Blair, NE 68008

### Q How do producers submit proof of course completion if the course is taken through other sources (such as third-party vendors)?

A Producers need to send a certificate of confirmation and proctor statement to Producer Services at the contact information listed above.

### Q Does my current CE Count?

A Yes. If producers have 6-hours of CE earned between January 1, 2005 and September 1, 2007, they can apply those credits toward the total 8-hours required, as long as they complete the additional 2-hours of partnership-specific training

by January 1, 2008. This can be accomplished either by taking Mutual of Omaha's free CE course (approved for 8 hours of CE credit), or by taking an approved partnership-specific course offered by a third-party distributor.

**NOTE:**

Details concerning how Mutual of Omaha's current LTC policies meet requirements for partnership status in Virginia will follow in a separate field communication. If you have any questions, please contact Sales Support at 1-800-693-6083 or [sales.support@mutualofomaha.com](mailto:sales.support@mutualofomaha.com).