

FARB MISSION

To promote excellence in regulation for public protection by providing expertise and innovation from a multi-professional perspective.

In keeping with its mission statement, FARB provides a forum for interaction among individuals and agencies involved in regulatory law and the licensing of professionals with the goal of protecting the public. Relevant associations, individuals, and other organizations that seek to strengthen and uphold the standards of licensed professionals and the protection of the public are invited to participate.

Visit the FARB website at www.FARB.org for more information about FARB and its meetings.

FARB PROGRAMS

Conferences

- January **FARB Forum** focusing on Regulatory Boards
- October **FARB RLS** (Regulatory Law Seminar) focusing on Regulatory Law
- July **FARB Leadership** focusing on FARB Governing Member collaboration

Comprehensive Regulatory Training for Board Members (CRT)

Look up a License® (www.lookupalicense.org)

Top Regulatory Cases (TRC) Subscription Service

Model Documents

Exam Security Support

Board Review Service



1466 Techny Road
Northbrook, IL 60062
www.FARB.org



Comprehensive Regulatory Training for Board Members

Presented by

Federation of Associations of Regulatory Boards
and Atkinson & Atkinson, LLC

COURSE CONTENT

The Federation of Associations of Regulatory Boards (FARB) is proud to present Comprehensive Regulatory Training for Board Members (CRT). This interactive training is designed to provide comprehensive training for board members, staff, investigators, attorneys, and other stakeholders in the professional regulatory licensing system. FARB contracts with Atkinson & Atkinson, LLC, to develop and customize the training materials and provide the presenter/facilitator for each session.

This course has been developed to cover all aspects of regulation and board operations and can be tailored to meet the needs of your agency. Our goal is to improve the effectiveness and efficiency of boards by giving their members the tools and information they need to fulfill their duties as protectors of the public. In particular, new board members benefit from the training through emphasis on their responsibilities and the challenges of their unique role. Indeed, education of and adherence to essential roles and responsibilities enhances the immunity protections afforded governmental agencies.

COURSE OBJECTIVES

CRT will provide board members with comprehensive review of the law, governance and board operations in order to:

- Increase board member knowledge
- Enhance agency efficiency
- Promote effectiveness in regulation
- Identify issues and potential resolutions
- Strengthen best practices in board operations

TRAINING AGENDA

1. An Analysis of the Law, Governance and Administrative Management

- a. Statutes
- b. Rules and Regulations
- c. Policies

2. Role of Board

- a. Scope of Authority
- b. Relationship with Legislature
- c. Relationship with Staff
- d. Relationship with Outside Entities

3. Role of Board Member

- a. Individual Responsibilities
- b. Personal Agendas
- c. Conflict of Interest

4. Discipline and Appeals

- a. Complaints through Disposition
- b. Quasi-Judicial Proceedings

5. Outreach & Social Media

- a. Interaction with Other Boards
- b. Use of Website and Social Media

6. Immunity

- a. Absolute Immunity
- b. Qualified Immunity
- c. Administrative Procedure



CONTINUING EDUCATION

CRT for Board Members may qualify as Continuing Education in your jurisdiction. Attendees will be provided with speaker biographies and detailed materials that may be submitted to the relevant entity for approval.

FEES AND TIME COMMITMENT

- Course fees are based on length of session and number of attendees.
- FARB suggests working with other boards in your jurisdiction to coordinate joint training sessions. This enhances the opportunity to benefit from inter-disciplinary discussions and reduces the cost of the training for participating boards.
- Training sessions vary in length based upon the needs of each board and can be adjusted from half-day to multi-day timeframes.
- Conducting CRT in conjunction with a regularly scheduled board meeting can simplify coordination and increase attendance.
- Please contact our office to discuss the specific needs of your agency.

ABOUT ATKINSON & ATKINSON, LLC

CRT was developed by Dale J. Atkinson of the law firm Atkinson & Atkinson, LLC. For over 25 years, Mr. Atkinson has represented numerous associations of regulatory boards in all matters relating to their operations as not-for-profit corporations, including regulatory activities, education and accreditation, disciplinary actions, model legislation and applications, and all phases of the development and administration of licensure examination programs.



PARTICIPATING ORGANIZATIONS

Mr. Atkinson currently conducts CRT for associations of regulatory boards and individual state regulatory boards. These sessions consistently generate enthusiastic feedback. Successful participants include:

- | | |
|--|--|
| American Association of Veterinary State Boards | Louisiana State Licensing Board for Contractors |
| Association of Regulatory Boards of Optometry | Mississippi Board of Architecture |
| Association of Social Work Boards | Mississippi Board of Social Work |
| Association of State and Provincial Psychology Boards | National Association of Boards of Pharmacy |
| Delaware Department of State | National Board for Certification in Occupational Therapy |
| Federation of Chiropractic Licensing Boards | National Council of Architectural Registration Boards |
| Federation of State Boards of Physical Therapy | North Carolina Acupuncture Licensing Board |
| Federation of State Massage Therapy Boards | North Carolina Board of Massage and Body Work Therapy |
| International Conference of Funeral Service Examining Boards | |