

**TO:** Pennsylvania Continuing Education Providers

**FROM:** Bureau of Licensing & Enforcement

**DATE:** May 10, 2022

**RE:** Notice to Continuing Education Providers Regarding the Elimination of the Proctor Requirement

In light of the COVID-19 spread in this Commonwealth, the Pennsylvania Insurance Department ("Department"), on March 16, 2020, temporarily suspended all in person classroom education approved by the Department. The Department encouraged licensees to utilize available approved online continuing education (CE) courses to remain compliant with producer licensing requirements. The Department required these online exams at the completion of a CE course to be monitored by a proctor, a disinterested third party. The proctor was then required to certify that the licensee completed the exam without assistance for the licensee to receive CE credit for the course.

This proctor requirement defeated some of the benefits associated with taking online CE courses. With the continued COVID-19 pandemic and broader shifts to remote working environments, the Department expects the elimination of the proctor requirement will increase CE compliance and provide more convenient access for licensees to complete CE credits.

Therefore, until further notice, the Commissioner waives the requirement that a proctor must monitor an online exam for continuing education courses for licensees. The Department continues to encourage providers approved for classroom training to offer courses via internet-based webinar format. Be advised that the elimination of this requirement does not prohibit providers from continuing to use proctors if they so choose.

With the availability of CE courses online and the elimination of online exams to be monitored by a proctor, licensees of the Department will have more convenient options and access to ensuring their compliance with the continuing education requirements pursuant to 40 P.S. § 310.8(b).