

OCR ANNUAL TRAINING REQUIREMENTS & 10-HOUR BILLING OPPORTUNITY



COLORADO OFFICE OF
**THE CHILD'S
REPRESENTATIVE**

WHERE? ▼

➡ <https://fs30.formsite.com/COCR/OCRTraining/index>

WHAT? ▼

10 TOTAL
TRAINING HOURS

- ✓ At least five of each year's ten hours must be hosted by OCR.
- ✓ Up to five hours may be from other training approved by OCR.
- ✓ Two of your ten total hours must be on Equity, Diversity & Inclusion ("EDI").

▼ WHY?

CJD 04-06 requires every OCR attorney to complete and certify ten hours of OCR-hosted or -approved training during every contract year (July 1 to the following June).

Contractors may also bill once in this same period for attending up to 10 in-person OCR-hosted hours.

▼ WHO?

OCR Contract Attorneys

▼ WHEN?

Annually any time between July 1st and the following June 1st after your requirements are complete.

HOW?

Use the link to the form at the top of this page to start any time after July 1st, save your progress, and submit the form after ...

- A) you are done with all 3 checkmarks above and
- B) you have maximized the OCR-hosted in-person (i.e., up to 10 billable) hours you plan to attend before June 1st.

The form includes optional billing, is always required by June 1st whether or not you bill, lists eligible OCR-hosted and -approved hours, and summarizes your entries by all the categories and requirements above, with a visual of what remains to do.

You must complete only one form per reporting period (7/1 to the following 6/1), so you cannot add more billing after submission until the next reporting period.

Related Resources:

- ▶ Billing Policies and Procedures (see Conferences and Training section):
<https://coloradochildrep.org/attorneys/billing-and-reimbursement/>
- ▶ OCR Training page with calendar and archives: <https://coloradochildrep.org/training/>