



Accreditation Standards

for approval of continuing legal education activities.

Rule 8-107 (b) Accreditation Standards:

The Commission shall approve continuing legal education activities consistent with the following standards:

- (1) Activities shall have significant intellectual or practical content, and the primary objective shall be to increase the participant's professional competence as a lawyer.

CCLC Regulation 8-107 (b) (12)

Primary Objective Test. The primary objective of CLE shall be to increase the attendee's professional competence as a lawyer. Worthwhile professional activities which have other primary objectives are encouraged, but do not meet the accreditation standards for CLE credit. Bar meetings, service on committees, jury duty and client development or marketing seminars are examples of activities which do not meet the primary objective test.

- (2) Activities shall constitute an organized program of learning dealing with matters directly related to the practice of law, professional responsibility or ethical obligations of lawyers.
- (3) Credit may be given for continuing education activities where (a) live instruction is used or (b) by using distance learning programs that meet interactive, technical and accreditation standards set forth by the Commission.
- (4) Continuing legal education materials are to be prepared, and activities conducted by an individual or group qualified by practical or academic experience.
- (5) Prepared written materials are encouraged but shall not be required. Any written materials should be distributed to all attendees at or before the time the course is presented. It is recognized that written materials are not suitable or readily available for some type of subjects; the absence of written materials for distribution, should, however, be the exception and not the rule (See CCLC Regulation 8-107 (b) (10)).

Biennial (every 2 years) CLE Requirement for active attorneys in Georgia

18 CLE Hours including

- 3 ethics hours
- 2 professionalism hours

Legal Ethics. Legal ethics refers to the mandatory standards set by the Georgia Rules of Professional Conduct. Ethics programming instructs attorneys on requirements of the rules, provides attorneys with resources to avoid violations and helps attorneys understand how the rules protect the public.

Professionalism. <http://cicpga.org/professionalism-cle-guidelines/>

CLE Compliance Deadline: December 31st of every odd year for all active Georgia lawyers with a CLE requirement.

CCLC Regulations 8-107 (a)

(1) Computation Formula. *CLE hours shall be computed by the following formula:*

$$\frac{\text{Sum of minutes of actual instruction}}{60} = \text{CLE hours (round down to the nearest half hour)}$$

(2) Actual Instruction. *Only legal education shall be included in computing the total hours of actual instruction. The following shall not be included: (a) introductory remarks, (b) breaks, (c) business meetings, (d) questions and answer sessions at a ratio in excess of 10 minutes per CLE hour, (e) programs of less than 60 minutes in length.*

(3) Teaching. *For their contribution to the legal profession, lawyers may earn credit for non-paid teaching in an approved continuing legal education activity. Presentations accompanied by thorough, high quality, readable, and carefully prepared written materials will qualify for CLE credit on the basis of three credits for each hour of presentation. Repeat presentations qualify for one-half of the credits available for the initial presentation. A speaker may elect to split the teaching credit with another lawyer who, under the speaker's supervision, prepares the written materials. If the intended speaker prepares the written materials and cannot speak due to health problems, emergency or required court appearance, the teaching credit will be split between the speaker and the substituted speaker at the request of either. Should neither make such request, the credit will be given to the actual speaker.*

(5) Organizer. *The chairperson who organizes an approved CLE activity and who does not make a formal oral presentation therein shall qualify for CLE credit as if he or she had made a one-hour presentation. If co-chairpersons are involved, the credit shall be divided on the basis of each lawyers' contribution. A lawyer requesting this type of credit should pay, or arrange for the provider to pay, the normal attendee fee.*

CCLC Regulations 8-107 (b)

(10) Written Materials. Any written material submitted should specifically address each of the topics of the seminar. These materials should be prepared by the speaker (or someone acting under their direct supervision) and should be distributed to all attendees at or before the time the seminar is held. There are essentially three rationales for written materials. First, they ensure speaker organization and preparation. Second, they reduce the need for attendees to take notes, allowing them to better concentrate on the oral presentations. Finally, they provide attendees with a valuable reference tool after the seminar.

(11) Provider Records. In addition to the required attendance records, providers are encouraged, though not required, to solicit written evaluations of each sponsored program from its attendees and to maintain all such evaluations received for at least two years after the program, both for the provider's benefit and for furnishing to the Commission upon request. A provider's policy of either soliciting and maintaining such evaluations or not doing so may be considered by the Commission as a factor bearing on the provider's accreditation.

(13) ADR CLE. CLE activities that train lawyers in the generally accepted processes of alternative dispute resolution are consistent with Accreditation Standards (1) and (2), where such programs meet the other criteria set forth herein.

(14) Practice Management CLE. (CLE activities relating to the development and management of a law practice including client relations) Practice Management CLE includes, but is not limited to, those activities which (1) teach lawyers how to organize and manage their law practices so as to promote the efficient, economical and competent delivery of legal services; and (2) teach lawyers how to create and maintain good client relations consistent with existing ethical and professional guidelines so as to eliminate malpractice claims and bar grievances while improving service to the client and the public image of the profession. Practice Management CLE is consistent with Accreditation Standards (1) and (2), where such programs meet the other criteria set forth herein.

(15) Lawyer Wellness. Wellness and mental health issues, including stress, anxiety, substance use, depression, and suicide, materially affect lawyers' competency to practice law and their lives. CLE credit as required under Rule 8-104(a) is available for seminars on these and similar quality of life and law practice topics. To receive CLE credit, these wellness topics must be discussed in the context of the legal profession and the effects on the quality of the legal services the lawyer is able to provide. Presentations approved may include stress management in the context of work/life balance in the practice of law, signs of substance abuse or mental health issues in oneself or a colleague within the legal community, lawyer assistance programs and other topics that are focused on the impact of substance abuse, mental health issues or stress management on lawyers and judges. CLE credit will not be given to presentations that solely focus on personal stress reduction techniques such as breathing exercises, meditation, and yoga. In addition, professionalism CLE credit is available when these topics meet the Chief Justice's Commission on Professionalism current professionalism CLE guidelines (cicpga.org/professionalism-cle-guidelines).