

MARYLAND INSURANCE ADMINISTRATION CONTINUING EDUCATION PROGRAM

CHANGE IN PRODUCER IDENTIFICATION NUMBER ON ROSTERS

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The Maryland Insurance Administration (MIA), in partnership with Prometric, is pleased to announce that the CE program is moving away from using the individual's Social Security number as the individual identification number for rosters. This will free producers from being required to share this sensitive personal identifier with providers and relieve providers of the burden of maintaining high levels of confidentiality on personal data.

Prometric has deployed a release that permits use of the producer license (RPI) number for online rosters as well as Social Security numbers.

Providers are strongly encouraged to begin using license (RPI) numbers on all their rosters.

Rosters may be submitted with a combination of SSNs and license numbers. Nine-digit numbers will be treated as SSNs and those with less than eight-digits will be treated as license numbers. As always, be sure to make roster entries as accurate as possible. Roster fees will continue to be nonrefundable.

Producers are being informed that they no longer are required to provide their SSN either to providers or to Prometric. We suggest that providers who maintain internal registration records gather license numbers from all their students and cease handling SSNs.

Providers and producers can look up license numbers at the MIA Web site. Go to <http://www.mdinsurance.state.md.us/sa/jsp/OnlineServices.jsp> and select Producer Search.

The Provider Information Packet and the Maryland Licensee page on www.prometric.com are being updated to reflect this change.

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