

Registrar Survey

Category	Topic Highlighted	OVSR Statement
<u>Recertification Courses</u>	More opportunities	In 2015, there were 54 unique course offered during 181 sessions. This is more than double the courses offered in 2014. There are numerous opportunities and it is expected that similar numbers will occur in 2016. In 2015, weekly Webinar Wednesday was introduced as was on demand courses. Visit our website for a current list of approved CMR courses.
	Duplicate courses for credit / Credit for non – registrar courses	A registrar needs 18 credits over three years. As noted above, there are ample opportunities to earn the required credits. The quantity of credits required was designed to create a well-balanced registrar curriculum. If the course is unrelated to being a registrar, it simply cannot be approved for CMR credits.
	Clarity on approved courses	All CMR courses must be approved by OVSR prior to the course being offered. A full list of approved courses can be found on our website.
	Webinar times and days	We know that Wednesday at 10:00 is not ideal for everyone, but we wanted to create a consistent schedule that you can plan for in advance- and so can our staff. In 2016, we plan to add some webinars on different days and times.
	Webinar seating limit	Webinar capacity is purposely limited to 30 seats so that the instructor can effectively manage the presentation and the Q&A.
	Smaller in person class size	Courses hosted by OVSR are typically around 30-35 registrars. Associations typically reserve large spaces so they can accommodate all of their members.
	Location of event	OVSR will be hosting courses in Trenton in 2016. Association sponsored event locations are chosen by the Association, not OVSR.
	In person VIP courses	Although there are On Demand VIP courses, there will be in-person VIP sessions that will be designed and implemented in 2016.
	Course Interest – top 5: Skill Courses Amendments VIP Certified Copy Issuance EDRS	We have already designed and implemented one or more courses in each of these topic areas (except skill courses), and will look to offer more sessions for each as well as create new courses within those topic areas by way of webinar and in person. Skill courses are under development at this time. In brief, it will involve an electronic set of questions designed to test your knowledge in a particular subject area. More information to come on this topic in 2016.
	Initial CMR Course	In 2015, the Initial CMR course was redesigned in content and in implementation which included two days in-person and one webinar, then an electronic exam. In 2016, the course will involve three days in-person and then an electronic exam on the fourth day with results provided that same day.

<u>Amendments</u>	Rejected amendments	We recently hired Aparna Shah to oversee the Record Modification Unit (RMU). She has been diligent in learning the amendment process, finding bright spots, addressing areas in need of improvement, and creating more efficient tracking systems. We fully expect there to be more consistency within RMU including a gradual decrease in time to approve amendments.
	Time to approval	
	Training	We offered a course in November regarding Marriage Amendments. We are currently discussing amendment topics so that new courses can be designed and implemented in 2016.
<u>Associations</u>	Unique Courses	Courses offered by associations are completely separate from OVSR and topics are at the discretion of the association. OVSR is solely responsible for reviewing and approving courses for CMR credit, providing course IDs, and processing the attendance roster. If we are asked to, we make every effort to attend and present at the event. If you are interested in hosting an event but want to coordinate it outside of an association, please contact Damon Koslow to discuss further.
	Cost	The cost is set by the association, not OVSR.
	Presentation unrelated to registrars / poor speakers	Course descriptions are provided to OVSR for approval. If a course presented is not really relevant to registrar work, then the course description provided to OVSR was not followed. If you are not pleased with the presenter, please share with appropriate association leadership and Damon Koslow so we can address the issues and/or not utilize a particular speaker again.
	Increased presence from the state	We will make every effort to attend any event we are invited to whether to speak or just be present.
	Location	The specific location of association events is at the discretion of the association, not OVSR. Concerns with the venues should be brought to the attention of your association leadership.
	Business meetings	All approved business meeting courses will be approved for .5 credits with a maximum of .5 credits to be earned in a six-month period (Jan – Jun and Jul - Dec.)
	Presentations	All courses submitted for approval must include a very detailed outline, text document and/or power point presentation.
	<u>Communication</u>	Form updates
Handouts	OVSR has been developing various forms that have been distributed at Initial CMR training sessions. We will continue to create more handouts that will be available to all registrars.	
Manual	OVSR has initiated a review and update of the Registrar's Manual and Regulations. This is a very lengthy process and requires several layers of approval. Your patience is appreciated and updates will be forwarded accordingly.	
Consistency	We have been working with our staff to ensure consistency in our practices and in our guidance to registrars and the public.	