

NORTH CAROLINA DEPARTMENT OF INSURANCE CONTINUING EDUCATION PROGRAM

November 5, 2009

Important Notice Concerning Your National Producer Number (NPN)

In early 2010, the North Carolina Department of Insurance will complete a conversion to using the National Producer Number (NPN) as the unique license identifier. The NPN was initially created to provide a solution to privacy issues surrounding the use of the social security number.

As a result of this conversion, **Continuing Education (CE) Providers must know your NPN to report CE credits**. Effective January 6, 2010, Prometric, North Carolina's Continuing Education Administrator, will require providers to report CE credits using a licensee's NPN rather than the last 4 digits of their SSN. It's important that you provide your NPN to the CE providers when you sign a CE classroom course attendance roster or enroll in self-study CE.

As CE providers prepare for this, you may be asked to provide your NPN in addition to the last 4-digits of your SSN before the change is effective in early January 2010. **YOUR NPN IS REFERENCED ABOVE.** Please make note of it so you are ready to assist the CE providers with a smooth transition. Again, CE providers will not be able to report your credits to Prometric without this information after January 6, 2010.

You may have already established an account at the Prometric website (www.prometric.com) in order to view your Continuing Education Transcript online. When that account was established, the User ID and password you used were linked to your social security number as the unique identifier of your CE record. As of January 6, 2010, your NPN replaces your SSN as the unique identifier. To access your online transcript after that date, you will be required to establish a new account (new User ID and password) using your NPN.

Questions concerning this may be directed to Prometric at the contact information below.

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