



2023 PHCCLA CONTINUING EDUCATION SCHEDULE AND REGISTRATION FORM

REQUIRED CE FOR 2024 SPBLA LICENSES

*EDUCATION FOR LICENSED TRADESMAN,
JOURNEYMAN AND MASTER PLUMBERS, AND
JOURNEYMAN AND MASTER GAS FITTERS*

OFFERING
IN-PERSON CLASSES AND CORRESPONDENCE CE



IMPORTANT INFORMATION ABOUT THIS YEAR'S CLASS OFFERINGS

PLEASE READ BEFORE REGISTERING

PHCCLA is pleased to continuing offering both the correspondence course, as well as in person classes for the 2023 calendar year. We hope this allows you to complete your required continuing education in the most convenient format for you.

Option 1: Attend IN-PERSON Class

PHCCLA is holding in-person classes beginning in July. Should it be necessary for PHCCLA to cancel a class for any pandemic, weather related or otherwise unforeseeable reason, we will automatically transfer your registration to a correspondence course or another live class of your choice without any transfer fees.

How do I get credit for the class?

Attendees will receive a textbook, credit report form, and evaluation upon check-in. At the end of class (time varies by license type(s)), attendees must submit the credit report form and evaluation to receive a certification of attendance. Failure to submit the forms or pick up the certificate of completion at the appropriate time will result in failing the class and record of attendance will not be submitted to SPBLA.

How will my participation be reported to SPBLA?

All in-person class completions are reported to SPBLA within 10 business days of the class.



Option 2: Complete CORRESPONDENCE Class

How do I register for the Correspondence Class?

PHCCLA will accept registration for this course from March 15 - November 15, 2023. Select "Correspondence Class" during your registration.

How will I receive class materials?

You will be asked on your registration form if you would like to receive materials digitally or physically. Digital materials will be emailed to you within 5 business days of receiving your registration. Physical materials will be mailed via USPS mail within 5 business days of receiving your registration.

How do I get credit for the class?

With your textbook, you will receive a credit report form, evaluation, and multiple-choice scoresheet for each required module. All items indicated within your materials must be completed and returned to PHCCLA by the cumulative deadline. You will be able to submit by mail or through the association website regardless of how you received your materials.

You must receive a 70% passing grade on your tests to receive credit. If you receive a grade lower than 70%, you will have an opportunity to re-take your tests for a fee of \$25.

How long do I have to complete the class?

You will have 30 days from the date of emailing or shipping your materials to return your completed materials. **NO MATERIAL WILL BE ACCEPTED AFTER DECEMBER 15, 2023.**

How will my participation be reported to SPBLA?

PHCCLA will report passing participation on the 10th of each month, April-December.



2023 Continuing Professional Education Registration Form



One form per person must be completed. Please PRINT clearly.

Full Legal Name (as appears on license): _____

Plumbing License #: _____ Gas Fitter License # _____ Social Security Last Four Digits #: _____ (required)

- Check your CPE selection:
- | | | |
|---|---|--|
| <input type="checkbox"/> Journeyman Plumber (3.5 hrs.) | <input type="checkbox"/> Gas Fitter (2.5 hrs.) | <input type="checkbox"/> Journeyman & Gas Fitter (4.5 hrs.) |
| <input type="checkbox"/> Master Plumber (5.0 hrs.) | <input type="checkbox"/> Master Gas Fitter (4.0 hrs.) | <input type="checkbox"/> Journeyman & Master Gas Fitter (6.0 hrs.) |
| <input type="checkbox"/> Inactive Master Plumber (3.5 hrs.) | <input type="checkbox"/> Inactive Gas Fitter (2.5 hrs.) | <input type="checkbox"/> Master Plumber & Gas Fitter (6.0 hrs.) |
| <input type="checkbox"/> Inactive Master Plumber (5.0 hrs.) | <input type="checkbox"/> Inactive Gas Fitter (4.0 hrs.) | <input type="checkbox"/> Master Plumber & Master Gas Fitter (6.0 hrs.) |
| <input type="checkbox"/> Tradesman Plumber (3.5 hrs.) | | <input type="checkbox"/> Inactive Master Plumber & Gas Fitter (4.5 hrs.) |
| | | <input type="checkbox"/> Inactive Master Plumber & Gas Fitter (6.0 hrs.) |

Preferred Mailing Address: Home Employer

Address: _____ City: _____ State: _____ Zip: _____

Employer / Company: _____

Phone: _____ Fax: _____ E-mail Address: _____

Please check which Continuing Professional Education class you will attend. SPACE IS LIMITED FOR EACH CLASS!!

LOCATION	CLASS DATE	VENUE	EARLY BIRD DEADLINE
<input type="checkbox"/> Correspondence	<input type="checkbox"/> Physical <input type="checkbox"/> Digital - Registration open March 15 - November 15, 2023		
<input type="checkbox"/> Monroe - At Convention	Saturday, July 15, 2023	West Monroe Convention Center	May 29, 2023
<input type="checkbox"/> Kenner	Wednesday, August 16, 2023	Clarion New Orleans Airport Conference Center	July 26, 2023
<input type="checkbox"/> Lafayette	Friday, August 18, 2023	Home2 Suites at Parc Lafayette	July 28, 2023
<input type="checkbox"/> Alexandria	Saturday, August 19, 2023	Holiday Inn Alexandria Downtown	July 29, 2023
<input type="checkbox"/> Baton Rouge	Wednesday, August 23, 2023	Guarantee Restoration Services - Limited Seating	August 3, 2023
<input type="checkbox"/> Lake Charles	Wednesday, September 27, 2023	Holiday Inn South	September 7, 2023
<input type="checkbox"/> Kenner	Saturday, September 30, 2023	Clarion New Orleans Airport Conference Center	September 10, 2023
<input type="checkbox"/> Slidell	Tuesday, October 17, 2023	Northshore Harbor Center	September 27, 2023
<input type="checkbox"/> Houma	Wednesday, October 25, 2023	Houma Civic Center	October 5, 2023
<input type="checkbox"/> Baton Rouge	Monday, October 30, 2023	Guarantee Restoration Services - Limited Seating	October 10, 2023
<input type="checkbox"/> Kenner	Wednesday, November 29, 2023	Clarion New Orleans Airport Conference Center	November 9, 2023
<input type="checkbox"/> Shreveport	Saturday, December 9, 2023	Horseshoe Casino & Hotel	November 19, 2023
<input type="checkbox"/> Baton Rouge	Tuesday, December 19, 2023	Crowne Plaza Executive Center	November 29, 2023
<input type="checkbox"/> Baton Rouge	Wednesday, December 20, 2023	Crowne Plaza Executive Center	November 30, 2023

PHCCLA MEMBERS	NON-MEMBERS	
<input type="checkbox"/> \$130	<input type="checkbox"/> \$185	Correspondence - Tradesman, Journeyman and Master Plumber CPE only
<input type="checkbox"/> \$105	<input type="checkbox"/> \$155	
<input type="checkbox"/> \$145	<input type="checkbox"/> \$215	
<input type="checkbox"/> \$95	<input type="checkbox"/> \$150	Early Bird – Tradesman, Journeyman and Master Plumber CPE only
<input type="checkbox"/> \$70	<input type="checkbox"/> \$120	Early Bird – Gas Fitter and Master Gas Fitter CPE only
<input type="checkbox"/> \$110	<input type="checkbox"/> \$180	Early Bird – Dual Licensure - Journeyman/Master Plumber and Gas Fitter / Master Gas Fitter CPE
<input type="checkbox"/> \$110	<input type="checkbox"/> \$165	Late Registration – Tradesman, Journeyman and Master Plumber CPE only
<input type="checkbox"/> \$85	<input type="checkbox"/> \$135	Late Registration – Gas Fitter and Master Gas Fitter CPE only
<input type="checkbox"/> \$125	<input type="checkbox"/> \$195	Late Registration – Dual Licensure - Journeyman/Master Plumber and Gas Fitter / Master Gas Fitter CPE
<input type="checkbox"/> \$135	<input type="checkbox"/> \$190	On-Site Registration – Tradesman, Journeyman and Master Plumber CPE only
<input type="checkbox"/> \$110	<input type="checkbox"/> \$160	On-Site Registration – Gas Fitter and Master Gas Fitter CPE only
<input type="checkbox"/> \$150	<input type="checkbox"/> \$220	On-Site Registration – Dual Licensure - Journeyman/Master Plumber and Gas Fitter / Master Gas Fitter CPE

***Membership:** You are a member if you own or are employed by a company that pays membership dues to PHCCLA annually.

****On-site Registration:** Cash will not be accepted on-site. Space is limited for all classes! On-site registrants may be denied entry if the class is at full capacity.

Payment (Full payment must be received in order to attend class.)

Visa MasterCard Discover American Express Check or money order enclosed (Made payable to: PHCCLA)

Credit Card # _____ Exp. Date: _____

V-Code: (3-5 digit security code on card) _____ Name on Card: _____

Billing Zip Code: _____ Signature: _____

Mail or fax this registration form with your payment to: PHCCLA, 620 Florida St., Suite 210, Baton Rouge, LA 70801 - Fax: (225) 344-1132



2023 Continuing Professional Education Schedule Summaries

*****PLEASE KEEP THIS PAGE FOR YOUR RECORDS*****

The following summarized schedule is for all classes **EXCEPT** the July class at Convention.

Tradesman, Journeyman, Inactive Master (3.5 Hours of CE)

7:00 a.m. Registration Opens
 8:00 a.m. – 12:00 p.m. CPE Class Sessions
 12:00 p.m. Check out*

Master Plumber, Inactive Master (5.0 Hours of CE)

7:00 a.m. Registration Opens
 8:00 a.m. – 12:00 p.m. CPE Class Sessions
 12:00 p.m. – 2:00 p.m. Lunch Break
 2:00 p.m. – 3:30 p.m. CPE Class Sessions
 3:30 p.m. Check out*

Natural Gas Fitter (2.5 Hours of CE)

9:30 a.m. Registration Opens
 10:30 a.m. – 12:00 p.m. CPE Class Sessions
 12:00 p.m. – 1:00 p.m. Lunch Break
 1:00 p.m. – 2:00 p.m. CPE Class Sessions
 2:00 p.m. Check out*

Master Natural Gas Fitter (4.0 Hours of CE)

9:30 a.m. Registration Opens
 10:30 a.m. – 12:00 p.m. CPE Class Sessions
 12:00 p.m. – 1:00 p.m. Lunch Break
 1:00 p.m. – 3:30 p.m. CPE Class Sessions
 3:30 p.m. Check out*

Dual License - Journeyman and Natural Gas Fitter (Inactive Master and/or Inactive Natural Gas Fitter) (4.5 Hours of CE)

7:00 a.m. Registration Opens
 8:00 a.m. – 12:00 p.m. CPE Class Sessions
 12:00 p.m. – 1:00 p.m. Lunch Break
 1:00 p.m. – 2:00 p.m. CPE Class Sessions
 2:00 p.m. Check out *

Dual License - Master Plumber and Master Natural Gas Fitter (Inactive Master and/or Inactive Natural Gas Fitter) (6.0 Hours of CE)

7:00 a.m. Registration Opens
 8:00 a.m. – 12:00 p.m. CPE Class Sessions
 12:00 p.m. – 1:00 p.m. Lunch Break
 1:00 p.m. – 3:30 p.m. CPE Class Sessions
 3:30 p.m. Check out*

*Check out includes submitting your attendance form and evaluation, as well as receiving your certificate of attendance.

Summarized Schedule for July 15, 2023 (West Monroe - Convention)

6:30 a.m. Registration Opens
 7:30 a.m. - 9:00 a.m. Master Plumber CPE; Master Gas Fitter CPE
 9:00 a.m. - 9:15 a.m. Break
 9:15 a.m. - 10:15 a.m. Gas Fitter and Master Gas Fitter CPE breakouts
 10:15 a.m. - 10:30 a.m. Break
 10:30 a.m. - 12:00 p.m. Tradesman, Journeyman and Master Plumber CPE; Gas Fitter and Master Gas Fitter CPE
 12:00 p.m. Gas Fitters and Master Gas Fitters not licensed as plumbers check out*.
 Lunch and Trade Show
 12:00 p.m. - 2:00 p.m. Tradesman, Journeyman, and Master Plumber CPE breakouts
 2:15 p.m. - 3:15 p.m. Tradesman, Journeyman, and Master Plumber CPE breakouts
 3:30 p.m. - 4:30 p.m. Tradesman, Journeyman, and Master Plumber CPE breakouts
 4:30 p.m. Check out*

FEATURED VENDOR PRESENTATIONS AT LIVE CLASSES

All classes listed below will include a vendor presentation for 1 hour of plumbing continuing education and/or 1 hour of gas fitter education. (Please note presentations are subject to change without notice.)

July 15 (West Monroe)	There will be a total of 9 vendor breakout sessions provided during the Annual Convention's Continuing Education
August 16 (Kenner)	Pump & System Sizing—Zoeller Pumps Gas Piping—Lighting Service
August 18 (Lafayette)	Tepid Water—Eemax Press Fitting Systems—Viega
August 19 (Alexandria)	Tepid Water—Eemax
August 23 (Baton Rouge)	Equipment in the Plumbing Industry—CAT Equipment Gas Piping—Lighting Service
September 27 (Lake Charles)	LA Dig Laws—Louisiana 811 Press Fitting Systems—Viega
September 30 (Kenner)	Pump & System Sizing—Zoeller Pumps
October 17 (Slidell)	Pump & System Sizing—Tim Morales & Associates
October 25 (Houma)	Pump & System Sizing—Tim Morales & Associates Press Fitting Systems—Viega
October 30 (Baton Rouge)	Tepid Water—Eemax Entergy Gas Meter Standards—Entergy
November 29 (Kenner)	Pump & System Sizing—Zoeller Pumps Gas Piping—Lighting Service
December 9 (Shreveport)	(no vendor presentation at this time)
December 19 (Baton Rouge)	Tepid Water—Eemax Gas Piping—Lighting Service
December 20 (Baton Rouge)	Pump & System Sizing—Zoeller Pumps



2023 Continuing Professional Education Schedule

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WEST MONROE -- AT CONVENTION Saturday July 15, 2023 West Monroe Convention Center 901 Ridge Ave. West Monroe, LA 71291	KENNER Wednesday, August 16, 2023 Clarion - New Orleans Airport 2829 Williams Blvd. Kenner, LA 70062	LAFAYETTE Friday, August 18, 2023 Home2 Suites by Hilton Parc 1909 Kaliste Saloom Rd. Lafayette, LA 70508
ALEXANDRIA Saturday, August 19, 2023 Holiday Inn Alexandria– Downtown 701 4th Street Alexandria, LA 71301	BATON ROUGE Wednesday, August 23, 2023 Guarantee Restoration Services 16248 Perkins Rd. Baton Rouge, LA 70810	LAKE CHARLES Wednesday, September 27, 2023 Holiday Inn South 2940 Lake Street Lake Charles, LA 70601
KENNER Saturday, September 30, 2023 Clarion - New Orleans Airport 2829 Williams Blvd. Kenner, LA 70062	SLIDELL Tuesday, October 17, 2023 Northshore Harbor Center 100 Harbor Center Blvd. Slidell, LA 70461	HOUMA Wednesday, October 25, 2023 Houma– Terrebonne Civic Center 346 Civic Center Blvd. Houma, LA 70360
BATON ROUGE Monday, October 30, 2023 Guarantee Restoration Services 16248 Perkins Rd. Baton Rouge, LA 70810	KENNER Wednesday, November 29, 2023 Clarion - New Orleans Airport 2829 Williams Blvd. Kenner, LA 70062	SHREVEPORT Saturday, December 9, 2023 Horseshoe Casino & Hotel 711 Horseshoe Blvd. Bossier City, LA 71111
BATON ROUGE Tuesday, December 19, 2023 Crowne Plaza Executive Center 4728 Constitution Ave. Baton Rouge, LA 70808	BATON ROUGE Wednesday, December 20, 2023 Crowne Plaza Executive Center 4728 Constitution Ave. Baton Rouge, LA 70808	CORRESPONDENCE CLASS Register from March 15 - November 15 Must be completed within 30 days of PHCCLA distribution of materials

Registration and Payment Information

- **Registration:** Each registrant must complete a separate registration form.
- **Payment:** Full payment, including any applicable transfer fees, must be received in order to attend class or correspondence materials distributed (multiple registrations may be paid with one check).
- **Cancellations:** To receive a full refund of your registration fee, please submit your request to cancel IN WRITING to PHCCLA@amstrategies.co at least 48 hours prior to the date of the class for which you are registered. A fee of \$25 will be charged for cancellations made within 48 hours of the class. There will be NO refund issued for no-shows or cancellations received after the date of the class.
- **Transfers:** To transfer a class, please submit your request to transfer IN WRITING to PHCCLA@amstrategies.co at least 48 hours prior to the class for which that you originally registered. To transfer between a live class and correspondence, please submit requests to PHCCLA@amstrategies.co. A fee of \$25 will be charged for transfers made within 48 hours of the class, as well as after the date of the class.

On-Site Registration

- Only credit cards and money orders will be accepted on-site. No checks or cash will be accepted on-site.
- Space is limited for all classes! On-site registrants may be denied entry if the class is at full capacity.
- Proof of Licensure: You may be required to present your current plumbing license at the time of check-in for your continuing education class.

General Information

- **CPE Requirements:** Following are the CPE requirements to renew your license for the next calendar year:

• Tradesman and Journeyman - 3.5 hrs.	• Master Gas Fitter - 4.0 hrs.	• Master Plumber & Gas Fitter - 6.0 hrs.
• Master Plumber - 5.0 hrs.	• Inactive Master Gas Fitter - at least 2.5 hrs.	• Master Plumber & Master Gas Fitter - 6.0 hrs.
• Inactive Master Plumber - at least 3.5 hrs.	• Journeyman & Gas Fitter - 4.5 hrs.	• Inactive Master Plumber & Inactive Master Gas Fitter - at least 4.5 hrs.
• Gas Fitter - 2.5 hrs.	• Journeyman & Master Gas Fitter - 6.0 hrs.	
- **Confirmations:** Confirmations are sent via email only. Please be sure to provide a valid email address on your registration form.
- **Certificate of Attendance:** You will receive your Certificate of Attendance after your class ends for the day or within 15 business days of submitting your correspondence materials. This is your proof that you have completed your 2023 Continuing Professional Education requirements so you may renew your 2024 license(s).
- **License Renewal:** Completion of a Continuing Professional Education course DOES NOT renew your license automatically. Your license is renewed through the State Plumbing Board of Louisiana which will distribute renewal notices every Fall. **You MUST complete the State Plumbing Board of Louisiana renewal process in order to have a valid license for the following year.**



Plumbing-Heating-Cooling Contractors of Louisiana
620 Florida St., Suite 210
Baton Rouge, LA 70801
Ph: 225-343-2776
Fax: 225-344-1132

PHCCLA is THE association for plumbing-heating-cooling contractors in Louisiana and we represent YOU as the *front line of defense* of our industry.

Support PHCCLA by enrolling in one of our reputable continuing education classes - member discounts available!