How to interpret CE tracking data:

Certificate Type	Name	Certificate/ Authorization #	Certificate/ Authorization Expiration Date	Signed Ethics Oath Date	Background Check Date	Ethics Training Date1	Ethics Training Date2	Ethics Training Date3	Ethics Training Date4	Total General Credits
			# Records: 3							
Fully Certified Medical Interpreters	▓▓▓▓▓ ▓▓▓	MC▓▓	4/6/2019			7/18/2015	5/20/2016			28.00
Fully Certified Social Service Interpreters	▓▓▓▓ ▓▓▓	SC▓▓	4/6/2019			7/18/2015	5/20/2016			28.00
Fully Certified Document Translators	▓▓▓▓ ▓▓▓▓	TC▓	4/6/2019			7/18/2015	5/20/2016			28.00

Certificate Type: The kind of certificate or authorization the individual has. In this example the individual holds three certificates: medical, social services, and translator certificate.

Name: The name of the certified individual.

Certificate/Authorization #: The number assigned to the certificate or authorization in the LTC database.

Expiration date: The date the certificate expires, which is also the date by which the individual must accumulate 16 general credits and 4 ethics credits (total 20 credits).

Oath Date: The date the signed ethics oath was received by LTC (instructions will be published as 04/06/2019 approaches).

Background Check: The date the background check was received by LTC (instructions will be published as 04/06/2019 approaches).

Ethics Training Date 1-4: The date the ethics credit was received by LTC. One date = 1 ethics credit.

Total General Credits: The number of general credits the individual has accumulated.

**If you have multiple certificates and/or authorizations, you should see that all credits and dates should match, like the example. If they do not, please let LTC know. Send an email to dshsct@dshs.wa.gov so that we can look into your records and fix them accordingly.