

## 2015 NALA Convention Preliminary Info



NALA 40th Annual Convention  
July 22-24, 2015  
Hyatt Regency Hotel

Tulsa, Oklahoma

Check this page often for preliminary information about NALA's 40th anniversary convention will be next summer in Tulsa.

## Legal Vendors

[Click here](#) for the vendor registration form and other details.

## NALA Continuing Education Council Releases Early Info about the 2015 Convention Institutes



The 2015 institutes offer a great mix of advanced and general skills programs for all paralegals. The institutes described below will be held each morning of the July program -- Wednesday, July 22, Thursday, July 23 and Friday, July 24. The educational institutes are the key programs of the NALA convention, offering over 8 hours of CLE.

Details regarding speakers and other information will be posted here until the 2015 app is released.

### Alternative Dispute Resolution

The purpose of this institute is to review with legal professionals the various aspects of Alternative Dispute Resolution. This institute will cover how different ways disputes can be resolved and what it takes to get to the table as well as what

### Corporate Law

Corporate Law covers any issues that accompany the formation and day-to-day management of a business. In this institute, we'll cover a broad spectrum of topics that most corporate paralegals

### Environmental Law

From attending this environmental law overview, paralegals will have a more thorough understanding of (1) Environmental Governance; (2) Brownfields, Vapor Intrusion, and

to do once you get there. This institute will review how the ADR options differ and how to determine which option you choose or how to determine whether you get to choose or the choice is made for you according to existing agreements or contracts.

### Essential Skills

This practical course is helpful for everyone, especially those studying for the Certified Paralegal Examination. The Essential Skills Institute will cover legal research, judgment and legal analysis, and written communications. During legal research, you will learn a simple research procedure that can be used in any law library. Judgment and legal analysis will cover techniques to categorize facts and evidence, to analyze the relevant ones, and to organize them into a final product; and written communication will conclude this institute by covering the most difficult areas of writing for people in the legal environment. It is suggested that you review the rules of grammar and style in *The Elements of Style* by Strunk & White to prepare for the course.

encounter. On day one, we'll lay the groundwork by covering the formation of legal entities, with a focus on the LLC. Day two, we'll build on that foundation with a finance flavor and an overview of due diligence during the M&A process. The last day of the institute will be employment law as well as the provision of contract drafting skills that are imperative to all corporate paralegals. This will be a great introduction to various aspects of corporate law for newcomers, and a great refresher for seasoned paralegals.

### Immigration Law

This course will provide an overview of the legal immigration system in the United States. The course will focus on three categories including business and employment immigration, education visas and permanent residency and family based immigration. The course will also cover ethical and professional responsibilities of immigration law, and what makes immigration law different. Participants will gain a better understanding of vocabulary often used in immigration law.

Hydraulic Fracturing; (3) Sustainability basics; (4) Water Rights Issues in Oklahoma and Texas; (5) Clean Water Act, Safe Drinking Water Act and Clean Air Act (6) Keystone XL Pipeline Project; (7) Reviewing Phase I and Phase II Reports for Environmental Issues; and (8) *Burlington Northern v. US*.

### Litigation with Emphasis on Government Liability

Students will learn the basics of complex issues involving government liability claims and the discovery leading up to trial. Students will gain skills to understand the law from Section 1983, identify types of immunities, and common causes of action. Students will also learn about ethical considerations when dealing with government claims and resolution strategies. Discussion subjects include:

- i Federal Claims Under 42 U.S.C. §1983
- i Statutory, Constitutional, and Common Law Claims
- i Filing The Claim, Defenses, Discovery, Damages, Statute of Limitations
- i Subject Areas of Litigation, Damages, and Settlement
- i Government Liability Ethics

### Medical Malpractice and How it Differs from Run-of-the-mill Litigation

This program will review the paralegal's role in Medical Professional Liability cases; provide understanding as to why medical malpractice actions differ from general litigation matters; discuss HIPAA and Medicare compliance requirements and restrictions in a medical malpractice case; and, provide an understanding of the admissibility of evidence from the plaintiff's and the defendant's perspectives from the time the potential client walks through the door to the night before trial.

### Legal Technology

We live in a digital world. Most if not all paralegal and legal assistant positions currently advertised require technology skills ranging from online research, e-filing, project management, knowledge of practice specific software for case and/or firm management. Moreover, hybrid paralegal positions are on the increase. Stay on the cutting edge of the legal technology and resources out there and acquire a proficient understanding of this technology to help you advance your career. Legal professionals of all skill levels will benefit from this institute. Come join us as we explore where law and technology intersect

The convention education program includes the 2015 NALA Member Exchange presentations. Watch this space for more details!



## Paralegal CLE App for iPad and Androids Now Available

11/14/2013



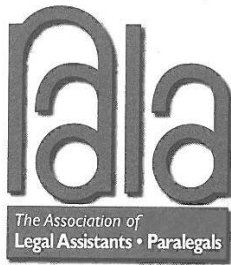
Paralegal CLE by NALA is now available on iTunes for your iPad and Google Play for your android device! Through this app, you may register or access previously purchased NALA Campus Self-Study programs and Advanced Paralegal Certification courses. Today, there are 32 self-study programs offered by NALA through web-based educational programs. These include:

- i 7 Certified Paralegal examination prep courses
- i 3 general education courses
- i 22 Advanced Paralegal Certification courses

1. For users of other operating systems, NALA Campus Self-Study courses are on the internet at [www.nala.org](http://www.nala.org). All courses will run on all tablets using the tablet's internet browser.

**Paralegal continuing education at your fingertips, 24/7!**





1516 S. Boston Ave.  
Suite 200  
Tulsa, OK 74119  
918.587.6828  
Fax: 918.582.6772  
www.nala.org  
nalanet@nala.org

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**NEWS RELEASE**

***For Immediate Release***

***May 5, 2014***

**NALA  
Receives Accreditation of the Certified Paralegal program  
from the National Commission for Certifying Agencies (NCCA)**

WASHINGTON (Date)—The NCCA has accredited the NALA Certified Paralegal certification program for a five-year period, expiring April 30, 2019.

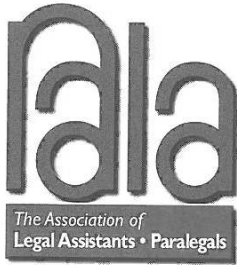
Founded in 1975, NALA is a professional association providing continuing education and professional certification to paralegals. Currently, over 8,900 paralegals may use the Certified Paralegal (CP) designation. The CP credential has been awarded to over 17,822 paralegals in its span of almost 40 years. The Certified Paralegal (CP) program is the first certification program accredited by NCCA which serves the legal community.

NALA received NCCA accreditation of the Certified Paralegal program by submitting an application demonstrating the program's compliance with standards outlined in NCCA's Standards for the Accreditation of Certification Programs. NCCA is the accrediting body of the Institute for Credentialing Excellence (ICE). Since 1987, the NCCA has been accrediting certifying programs based on the highest quality standards in professional certification to ensure the programs adhere to modern standards of practice in the certification industry.

The NCCA standards require demonstration of a valid and reliable process for development, implementation, maintenance, and governance of certification programs. NCCA uses a rigorous peer review process to establish accreditation standards; evaluate compliance with the standards; recognize organizations/programs which demonstrate compliance; and serve as a resource on quality certification. The NCCA Standards are comprehensive and cover all aspects of the certification program, including administration, assessment development and recertification.

NCCA standards are consistent with The Standards for Educational and Psychological Testing (AERA, APA, & NCME, 1999) and are applicable to all professions and industries. To maintain accreditation, organizations are required to submit annual reports to NCCA and must undergo a reaccreditation every five years.

(MORE)



1516 S. Boston Ave.  
Suite 200  
Tulsa, OK 74119  
918.587.6828  
Fax: 918.582.6772  
[www.nala.org](http://www.nala.org)  
[nalanet@nala.org](mailto:nalanet@nala.org)

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Accreditation provides third party oversight of an assessment system. It provides a mechanism for associations to demonstrate to the profession it represents, and the general public it serves, that its credentialing program has been reviewed by a panel of impartial experts that have determined that the program has met the stringent standards set by the credentialing community. Accreditation by NCCA provides organizations a way to answer the question, "who reviewed your certificate or certification program?", a question often posed by members of an occupation, employers, and sometimes, the courts.

There are more than 270 NCCA-accredited programs that certify individuals in a wide range of professions and occupations including nurses, financial professionals, respiratory therapists, counselors, and emergency technicians, and more. ICE's mission is to advance credentialing through education, standards, research, and advocacy to ensure competence across professions and occupations. NCCA was founded as a commission whose mission is to help ensure the health, welfare, and safety of the public through the accreditation of a variety of certification programs that assess professional competence.

ICE and NCCA are located at 2025 M Street, N.W., Suite 800, Washington, DC 20036-3309; telephone 202/367-1165; facsimile 202/367-2165; website [www.credentialingexcellence.org](http://www.credentialingexcellence.org).

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# ACCREDITED

## Certified Paralegal Program Receives Accreditation from the National Commission for Certifying Agencies (NCCA)

On April 30, 2014, The National Commission for Certifying Agencies (NCCA) granted accreditation to the NALA Certified Paralegal program for demonstrating compliance with the NCCA Standards for the Accreditation of Certification Programs.

NCCA is the accrediting body of the Institute for Credentialing Excellence. The NCCA Standards were created to ensure certification programs adhere to modern standards of practice for the certification industry.

The NALA Certified Paralegal program joins an elite group of more than 120 organizations representing over 270 certification programs that have received and maintained NCCA accreditation.

More information on the NCCA is available online at [www.credentialingexcellence.org/NCCA](http://www.credentialingexcellence.org/NCCA).

Information describing the Certified Paralegal program is available at [www.nala.org/certification.aspx](http://www.nala.org/certification.aspx).



**THE ASSOCIATION OF  
LEGAL ASSISTANTS • PARALEGALS**

## Certified Paralegal Exam—Practice Test

Communications • Ethics • Judgment & Analytical Ability  
Legal Research • Substantive Law

- Delivered on exactly the same web-based platform as the Certified Paralegal Examination.
- Participants receive comments which describe why answers are correct or incorrect. Upon completion of a test, participants will have an opportunity to download question item feedback for future reference.
- Participants also receive feedback describing how they did on the exam based on subject category. The Judgment & Analytical Ability practice test is an objective test, but it includes a bonus handout - an assignment and sample memo for self-grading.
- The practice tests are about 1/2 the number of questions of the entire Certified Paralegal examination and use the same specifications as the Certified Paralegal exam.



**Vouchers are available to schools and school bookstores.**

**For further details and price information, visit [www.nala.org/cp-practice.aspx](http://www.nala.org/cp-practice.aspx).**

*The practice tests are part of the CLE efforts of NALA and offered separate and apart from the Certified Paralegal examination and Certifying Board for Paralegals. The Certifying Board has not reviewed any questions nor provided any input in the authoring of these practice tests.*



**THE ASSOCIATION OF  
LEGAL ASSISTANTS • PARALEGALS**

2014-2015 UPCOMING DATES TO REMEMBER

AUGUST	August 1	Renewal notices for annual affiliation fee e-mailed to presidents and NALA liaisons
	August 1	Deadline for applications for September CP Exam
SEPTEMBER	September 1-30	September CP Examination
OCTOBER	October 2014	NALA Board of Directors' meeting, Tulsa, OK (date TBD)
	October 1	Annual affiliation fee due
	October 1	Deadline for FACTS & FINDINGS – Nov/Dec issue
	October 1	Deadline for 2014 Affiliate Exchange Application
NOVEMBER	November 1	Affiliation renewal fees delinquent
DECEMBER	December 1	Deadline for applications for January CP Exam
	December 1	Deadline for FACTS & FINDINGS – Jan/Feb issue
	December 1	Affiliate Mid-year report due
JANUARY	January 1-31	January CP Examination
FEBRUARY	February 1	Deadline for FACTS & FINDINGS – March/April issue
APRIL	April 1	Deadline for applications for May CP Exam
	April 1	Call for nominations for Affiliated Associations Director and Secretary & Designation of Voting Representative web site link e-mailed to presidents and NALA liaisons
	April 1	Deadline for FACTS & FINDINGS – May/June issue
MAY	May 1-31	May CP Examination
	May 1	Nominations for Affiliated Associations Director & Secretary close – nominations must be received by May 1
	May 1	Nominations for Affiliated Association Award recipients due at NALA Headquarters – must be received by May 1
JUNE	June 1	Affiliate annual reports due
	June 1	Web site link of nominees for Affiliated Associations Director & Secretary e-mailed to presidents and NALA liaisons
	June 1	Deadline for FACTS & FINDINGS – July/Aug issue
JULY	July 8, 2015	Designation of voting representative for Affiliated Associations Annual Meeting due – must be received by July 9, 2014
	July 22-24, 2015	1. 40th Annual NALA Membership Meeting and Workshop, Tulsa, Oklahoma 2. Annual Meeting of Affiliated Associations 3. NALA Board of Directors Meetings
	July 30	Deadline for FACTS & FINDINGS – Sept/Oct issue