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To: Arkansas County Coroners

From: Karan Skarda

Date: January 24, 2019

RE: Arkansas Medicolegal Death Investigator Certification Course

The Coroners' Continuing Education Board has planned a **40-hour Arkansas Medicolegal Death Investigator Certification Course** to be held over two-weekends, **March 1-3, 2019, and March 9-10, 2019**. The certification course will be held at the **COURTYARD by Marriott, 154 East Aspen Lane, Russellville/Pope County**. Classroom instruction will begin at 8:00 a.m. and will end at approximately 5:00 p.m. each day.

This course is offered free of charge to Coroners and Deputy Coroners with class size limited to 20 participants. There is no registration fee to participate. Expenses to be reimbursed include: hotel room, meals, and mileage. For a detailed list of expenses to be reimbursed, please see the registration form.

We have reserved a block of rooms at the **COURTYARD by Marriott**. **Check-in for the first weekend's course is Thursday, February 28, with check-out on Sunday, March 3. Check-in for the second weekend's course is Friday, March 8, with check-out on Sunday, March 10.** To make your room reservations, please call the **COURTYARD by Marriott** at **479-968-6000** and request the **Arkansas Coroners' group rate of \$94.00 + tax**. The **deadline** to receive reservations at the group rate is **February 7, 2019**. Please take a moment and make your room reservations now. **Any room reservations made after the deadline will be subject to the full room rate.**

The deadline to register for this course is **February 21, 2019**. To register, please complete the enclosed registration form and return by fax or email to:

Karan Skarda
ACE Program Coordinator
Fax: 501-372-0611
Email: kskarda@arcounties.org

Should additional information be required, please do not hesitate to call me at 501-372-7550.