

**State of Hawaii**

**BOARD OF PRIVATE DETECTIVES AND GUARDS**

**November 2021**

**IMPORTANT INFORMATION FOR GDEs SELECTED FOR AUDIT FOR THE  
CONTINUING EDUCATION RENEWAL REQUIREMENT**

A random audit by license number was conducted after the 2021 renewal period. Approximately 500+ guard employees were randomly selected and mailed a letter to the address on record. We have posted a list of those guard employees randomly selected for the 2021 renewal audit to the Board's website at <https://cca.hawaii.gov/pvl/boards/private/>.

If you were selected, your license status online is now "CM – Current, Valid & in Good Standing/Maint. Requirement Due". Please note that ***you may still practice under this status*** as this means that you were selected for the continuing education audit. Your status will return to "C – Current, Valid & in Good Standing" once you have been deemed to have satisfied the continuing education requirement.

If you received the audit letter, please return it with documentation of your compliance with the continuing education requirement.

If you do not receive the audit letter but see your name on the list, you are still required to comply with the requirement and submit proof of completion of a Board approved continuing education course for the 2021 Guard Employee renewal.

The deadline to submit documentation to show compliance with the continuing education requirement is **December 31, 2021**. All mailed in submissions must be post-marked by **December 31, 2021**. Any submissions received after that date will be considered non-compliant with the continuing education requirement and your Hawaii guard employee registration may be disciplined.

Please be advised that you should have already completed the continuing education requirement between **July 1, 2018 and June 30, 2021**. Please note that one of the conditions to renew your license was to attest that you have completed this requirement. If you did not complete the continuing education requirement or do not qualify for the exemption, then by filing your renewal application, you may have submitted a false attestation of compliance with the continuing competency requirement and your license may be disciplined pursuant to Hawaii Revised Statutes §463-10.5(g) and Hawaii Administrative Rules §16-97-46.

Due to the high volume of those selected, please refrain from calling or emailing our office or the Board to check on the status. Your status may be monitored via your MyPVL account or by visiting our license look-up site at <https://mypvl.dcca.hawaii.gov/public-license-search/>.