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To: Arkansas County Coroners

From: Karan Skarda

Date: December 7, 2021

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 **January 14-16 and January 22-23, 2022**. The certification course will be held at the **Hilton Garden Inn Little Rock Downtown, 322 Rock St., Little Rock/Pulaski 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. 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.

To make your room reservations, please call the **Hilton Garden Inn Little Rock Downtown**. **Check-in for the first weekend's course is Thursday, January 13, with check-out on Sunday, January 16. Check-in for the second weekend's course is Friday, January 21, with check-out on Sunday, January 23.** To make your room reservations, please call 1-800-HILTON or 501-244-0044 and refer to the **County Coroners' Conference to secure the special rate of \$109.00 single; \$119.00 double plus taxes**. Please take a moment and make your room reservations now. **Rooms must be cancelled 48 hours before date of arrival to avoid charges.**

The deadline to register for this course is **January 3, 2021**. 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.