

DATE: August 9, 2021

TO: Agency Addressed (No. 06, 2021-22)

FROM: Paul Whitfield, Director
Division of Accounting and Auditing
Department of Financial Services

SUBJECT: DEBT COLLECTION WORKSHOP

The Bureau of Financial Reporting (BFR) will host the Annual Debt Collection Workshop virtually in two group sessions on the following days:

- August 12, 2021, 9:00 AM – 11:30 AM* Offered on-line
- August 16, 2021, 1:30 PM – 4:00 PM* Offered on-line

The workshop will include a discussion of the Account Receivables & Debt Collection, Write Offs, and the Annual Claims for Collections Report. Topics will include:

- Accounts Receivables and Debt collection, including applicable guidance
- Write-Off Overview
- Section 17.20, Florida Statutes., annual reporting requirements
- General updates and key due dates
 - This will include the new update to the Federal Fair Debt Collection Practices Act
- Questions and Answers (Q&A)

To register for the Debt Collection Workshop:

1. Log into People First using your People First ID and password.
2. Click on the **Talent Management** tile.
3. Select **Learning** from the dropdown menu at the top left next to the Home icon.
4. Using the **Find Learning** tile, type *Debt Collection* in the search bar and click the **Go** button.
5. Scroll to find the appropriate class title (Statewide-Debt Collection Workshop 2021).
6. Click on **See Classes** to view available dates.
7. Click on **Register Now** for the date you wish to attend.

Once you have registered, you should receive a confirmation email from People First. We hope you are able to join us.

***Please register by 1:00 on the day before the workshop begins. Any registrations after the cut off time will not be considered and you will not receive an online meeting invitation. Registrations will not be accepted via email.**

For questions or additional information, please contact FinancialReporting@myfloridacfo.com