



## Going Live with NAIC's State Based Systems!

### What does this mean for you?

The Nebraska Department of Insurance will go live with a new back-office software solution, State Based Systems (SBS), on **July 16th**. As the regulatory system of choice by the Nebraska insurance regulators, we encourage the industry to take advantage of our online tools listed below. [Click here to learn more about SBS](#)

### Changes for Licensees

- **Individual License Numbers** - All individuals will be getting new license numbers. Starting on July 16th the Nebraska license numbers for individuals will be the same as the National Producer Numbers (NPNs) for those individuals. Beginning July 16th, use the Licensee Lookup tool to find the new license number.
- **Business Entity License Numbers** - All business entities will be receiving new license numbers as of July 16th. The new license number may be looked up using the Licensee Lookup tool.
- **Company License Numbers** - All companies will be assigned new company numbers based on the SBS system. Beginning on July 16th, companies may view these new numbers using the Company Lookup tool.
- **License Printing** - Licensees will be able to obtain a PDF license via the SBS License Print or Online Licensee Services (OLS). Every time a major change happens to the licensee's record, a free license print will be available.
- **Education Transcripts** - New to licensees in Nebraska will be the ability to view your CE transcripts in real time. The responsibility of reporting course completions will be handled by the education providers, therefore licensees will no longer submit their CE data themselves.

For detailed information regarding these upcoming licensing changes, please visit the Nebraska Department of Insurance website:

<http://www.doi.ne.gov/>

### Online Tools

[Nebraska Launch Page](#) - Find contact information and links to all of the SBS tools for Nebraska.

[Company Lookup](#) - A free public lookup for basic company information.

[Licensee Lookup](#) - A free public lookup for basic licensee information on individuals and business entities.

[Online Licensee Services \(OLS\)](#) - A fee-based service that allows unlimited license printing, address changes and a view of licensing information. Multiple entities may be added under one login.

[Online Continuing Education \(OCE\)](#) - The online tool for Nebraska education providers to electronically submit information and data to the jurisdiction. See the "Changes for Providers" section below for more information.

[Course Lookup](#) - A free public lookup of continuing education courses, providers and course offerings.

[License Print](#) - SBS offers free limited license printing for Nebraska. Every major change that occurs to a record will queue up one free license print for individuals or business entities.

[Education Transcript](#) - A free tool that allows licensees to pull their real time education transcripts. Transcripts will display what credits are required, what credits have been taken and what credits still need to be taken.

[Report Generator](#) - Users may create a licensee (individual and/or business entity) mailing list for a nominal fee. Lists contain licensee name, license number, national producer number, business and mailing address, CE compliance and much more.

## Online Demo for Licensees

We will host two demo sessions via free webinars. If you are interested in attending, please complete this online registration:

[Webinar Registration - Licensees](#)

A confirmation email and link will be sent to those who submit the completed form.

## Update Email Address

Click on the appropriate link below and submit the online form to update your email address.

[Individual Licensees](#)

[Business Entity Licensees](#)

## SBS Help Desk

For errors or help with SBS Online Tools contact:

**SBS Help Desk**

[sbshelp@naic.org](mailto:sbshelp@naic.org)

**816-783-8990**

**Hours: 8 a.m. - 5 p.m. CST Monday - Friday**

## Changes for Providers

New to education providers in Nebraska will be the requirement that providers report the course completions for their classes to the Nebraska Department of Insurance. Starting on July 16th, this new requirement must be completed through the use of the SBS tool Online Continuing Education (OCE). See below for a list of the functionality available through OCE:

- Submit course applications
- Submit course offerings (or schedules)
- Upload course rosters
- View detailed provider information
- Submit instructor applications
- Upload attachments to pending courses

All of this and more will be covered during the webinar we are providing. See the information below for details.

Please also note that course rosters submitted through SBS will incur a \$1.00 fee per credit hour, per student.

Prior to the SBS implementation, Nebraska tracked multiple "sessions" for provider courses. In SBS, these "sessions" will be treated as different courses and applicable fees will apply. However, if a provider wishes to offer multiple course schedules for each course they may do so at no extra cost.

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Last updated: February 22, 2012