

TOOL BOX



CCB's 3-Hour Class Schedule Is Posted!

Residential contractors are required to take 3 hours of CCB Laws, Regulations, and Business practices (LRB) classes every 2 years to renew their license. Each 3-hour class features a presentation from CCB and presentations from other state agencies.

Classes are scheduled through March – sign up now!

Remember, you can take continuing education throughout the licensing cycle – you don't have to wait until it's time to renew to sign up for classes. Get your credits today to avoid a last-minute rush when it's time to renew.

You can view the schedule below or on this website:

<https://www.oregon.gov/ccb/Pages/Education-Catalogs.aspx#CCBclasses>

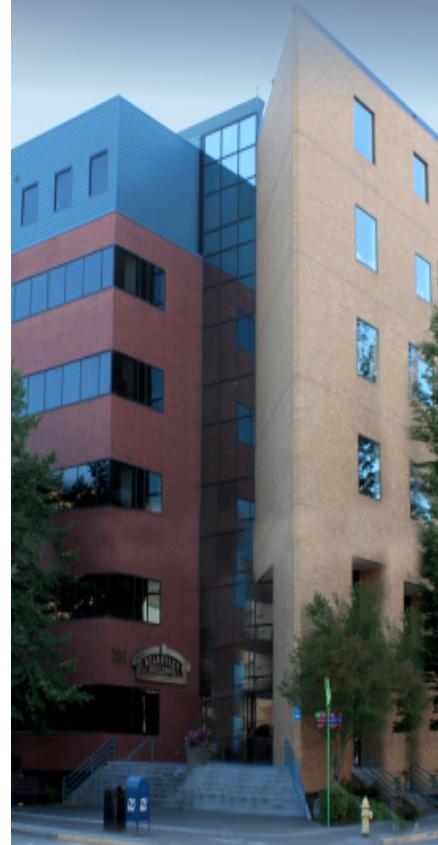
These classes are free.

Date	Language	Speakers	Sign Up
Tue Jan 27	English	CCB, BOLI, OSHA	click here to sign up
Viernes 30 de Enero	Español	CCB, OSHA	registrarte aqui
Wed Feb 11	English	CCB, BOLI, Paid Leave	click here to sign up
Tue Feb 24	English	CCB, Workers Comp, 811	click here to sign up
Tue Mar 10	English	CCB, BOLI, OSHA	click here to sign up
Wed Mar 25	English	CCB, Workers Comp, 811	click here to sign up

Winter 2026



Construction
Contractors Board
PO Box 14140
Salem, OR 97309-5052
Phone: 503-378-4621
Fax: 503-373-2007
www.oregon.gov/ccb



No Time for a Webinar? You Have Options

If you're unable to take a live webinar, you can still fulfill your 3-hour LRB requirement by taking on-demand classes through your online services account: <https://portal.ccb.state.or.us/>

Unable to take classes through an online services account?

CCB Education section has solutions and can help. Call today at 503-934-2227 or email at ccb.education@ccb.oregon.gov

How Much Continuing Education Is Required to Renew My Residential License? What You Need to Know

If you're a residential contractor, the number of education hours you're required to complete depends on how many years you've been licensed. Residential contractors complete MORE continuing education hours for their first two renewals than for subsequent renewals.

Residential contractors going through their first and second renewals must complete 13 hours of other provider education and 3 hours of CCB education (16 hours total). Residential contractors going through their third renewal and subsequent renewals are only required to complete 5 hours of other provider education and 3 hours of CCB education (8 hours total).

How does this work? Here are some examples:

- Monique the contractor got her first CCB license in April 2022. She has already renewed her license one time. To renew her license for the second time in April 2026, she will have to complete 13 hours of other provider credit and 3 hours of CCB credit (16 hours total).
- David the contractor got his first CCB license in April 2020. He has already renewed his license twice. To renew his license for the third time in April of 2026, he will only be required to complete 5 hours of other provider credit and 3 hours of CCB credit (8 hours total).

What is “other provider” credit?

Other provider credit comes from education providers that are not the CCB. You can find other providers on the CCB's catalog:

- [Safety classes](#)
- [Trade classes](#)
- [Business classes](#)

What is “CCB credit”?

CCB credit comes from classes that are facilitated by the CCB and often taught by CCB. You can get CCB credit by signing up for one of the CCB's [live webinars](#), coming to one of CCB's [live classes](#), or taking the classes through your [CCB portal account](#).

Have questions? Contact the CCB Education section at 503-934-2227, or send us an email at ccb.education@ccb.oregon.gov

Don't Forget - Keep Your Business Information Up to Date!

Contractors are required to tell the CCB about personnel changes, RMI changes, and address changes. Failure to inform the CCB about some changes can affect your ability to renew on time and may even lead to missed communications that lead the license to be out of compliance.

Keep us informed when important details change. Change your business address and email address through your [portal account](#). To update other information, see the [forms](#) on our website.



Stay Busy and Stay In Compliance This Winter

Does your business slow down in winter? If so, winter may be the perfect time to catch up on activities that help you stay in compliance.

- Complete continuing education. Most contractors are required to complete continuing education to renew their license. This continuing education can be completed at any time during the 2-year period before renewal. Finishing your continuing education during a slow winter helps ensure that you're ready to renew when the time comes. Not sure how much continuing education is required? Residential and commercial education requirements vary. You can read about the education requirements on our website, or call the Education section at 503-934-2227. To find residential pre-approved courses, see our catalog.
- Get an LBPR license. Do you bid or work on homes built before 1978? If so, you are required to have an LBPR license. Getting an LBPR license requires you to take training, fill out an application, and pay a fee. Get it done now, so you're ready to work on pre-1978 homes when the weather warms up! Remember to submit your completed LBPR initial or refresher training certificate for continuing education credit to cecerts@ccb.oregon.gov. Read more about the process on our website.
- Create your online portal and manage your license. Doing business with the CCB is easier with our online portal, where you can find on-demand continuing education classes, change your address, renew your license, and more. If you haven't made a portal account yet, check it off your list! Note: the contractor portal is different from the account you made to apply for a new license. If you recently made an account to apply for a CCB license, you will need to create a separate account to manage your CCB license.
- Review and update advertising. Did you know you're required to put your CCB number on all advertising? Take time to review your advertising to ensure that your CCB number is on your website, vehicle signs, business cards, flyers, and more. Making this number visible is important for consumer protection and also distinguishes your business from unlicensed contractors.
- Explore workers' compensation options for the busy season. Maybe you don't ordinarily have employees, but sometimes you need employees when work picks up. Consider getting an If-Any policy. If-Any policies allow contractors with no employees to have a policy in place if they need workers' compensation coverage at some point. Standard workers' compensation policies can take a week or more for processing and underwriting. In the midst of a busy summer, some contractors may not have time to get a policy in place if they need to hire employees. If you have an If-Any policy in place and determine that you'll need to hire an employee in the middle of the year, call your insurance agent to add an endorsement for the expected payroll amount. You'll need to pay an additional premium, but the process is comparatively easy and fast. If you don't use your If-Any policy at the end of the year, you may be eligible for a partial refund. Set your license status as non-exempt.

KEY CONTACTS

Licensing questions:
503-378-4621

Report unlicensed activity:
503-934-2229

Dispute resolution/mediation
questions:
503-934-2247

Education questions:
503-934-2227

STAFF

Administrator
Chris Huntington

HR Manager
Heather Parker

Licensing Manager
Dana Zeimantz

Enforcement Manager
Vena Swanson

Communications/Education
Manager
Leslie Culpepper

IT Manager
Noel Magee

QUESTIONS?

www.oregon.gov/ccb
ccb.info@ccb.oregon.gov



DID YOU KNOW? You Can Earn Continuing Education (CE) Credit for Lead-Based Paint Renovation, Repair, and Painting (RRP) Training!

Contractors who work on or bid on homes built before 1978 must have a lead-based paint renovation (LBPR) license. To obtain an LBPR license, contractors must take 8 hours of RRP Renovator Initial Training. A 4-hour RRP Refresher course is required for renewal.

How much continuing education can contractors earn for RRP courses?

- The RRP Initial training is worth 8 CE credit hours. Submit the official certificate of completion that includes your photo, even if your provider issues a separate certificate for the online portion.
- The RRP Refresher course is worth 4 CE credit hours.

If you are a residential contractor, RRP training credits can be applied to your other provider credit OR CCB credit OR both!

Reminders regarding LBPR licensure:

- The initial RRP license is valid for five years.
- You must complete a four-hour refresher course from an approved provider before the license expires.
- If your license expires before completing the refresher, you must retake the full eight-hour initial course.
- Completing an RRP course **does not** mean you have applied for or renewed an LBPR license.
- To apply for or renew a lead-based paint license, you must:
 1. Complete and submit an LBPR application or renewal form.
 2. Pay the applicable application or renewal fee.
 3. Include a copy of your official RRP initial or refresher certificate.
 4. Processing initial applications may take up to 3-4 weeks.
- Sending your RRP certificate to the CCB Education Section for CE credit does not license you or renew your license. **You must complete the licensing or renewal process as described above.**
- Both the CCB license and LBPR certificate need to be active/current to legally perform this work.