REAL ESTATE APPRAISER EXAMINING BOARD[193F]

CHAPTER 1

ORGANIZATION AND ADMINISTRATION

1.1(543D)	Description
1.2(543D)	Administrative authority
1.3(543D)	Annual meeting
1.4(543D)	Other meetings
1.5(543D)	Executive officer's duties
1.6(543D)	Records, filings, and requests for public information
1.7(543D)	Adoption, amendment or repeal of administrative rules
1.8 to 1.16	Reserved
1.17(543D)	Types of appraiser classifications
1.18(543D)	Qualified state appraiser certifying agency
1.19(543D)	May 1, 2018, criteria
1.20(543D)	Application and work product deadlines
1.21(543D)	National criminal history check
1.22(272C,543D)	Process for board review of eligibility
1.23(272C,543D)	Applications

CHAPTER 2

DEFINITIONS

2.1(543D) Applicability

CHAPTER 3

GENERAL PROVISIONS FOR EXAMINATIONS

- 3.1 Reserved
- 3.2(543D) Examinations
- 3.3(543D) Conduct of applicant
- 3.4(543D) Application for certification or registration

CHAPTER 4

ASSOCIATE REAL PROPERTY APPRAISER

- 4.1(543D) Qualifications to register as an associate appraiser
- 4.2(543D) Supervision of associate appraisers
- 4.3(543D) Renewal of associate appraiser registration
- 4.4(543D) Progress toward certification as a certified residential appraiser or certified general appraiser
- 4.5(543D) Applying for certification as a certified residential appraiser or certified general appraiser
- 4.6(272C,543D) Reinstating or reactivating an associate registration

CHAPTER 5

CERTIFIED RESIDENTIAL REAL PROPERTY APPRAISER

- 5.1(543D) General
- 5.2(543D) Education
- 5.3(543D) Examination
- 5.4(543D) Supervised experience required for initial certification
- 5.5(543D) Demonstration of experience
- 5.6(543D) Work product review
- 5.7(543D) Upgrade to a certified general real property appraiser

CHAPTER 6

CERTIFIED GENERAL REAL PROPERTY APPRAISER

- 6.1(543D) General
- 6.2(543D) Education
- 6.3(543D) Examination
- 6.4(543D) Supervised experience required for initial certification
- 6.5(543D) Demonstration of experience
- 6.6(543D) Work product review
- 6.7(543D) Background check

CHAPTER 7

DISCIPLINARY ACTIONS AGAINST CERTIFIED AND ASSOCIATE APPRAISERS

7.1(17A,272C,543D) Disciplinary authority

7.2(543D) Standards of practice

7.3(17A,272C,543D) Grounds for discipline

CHAPTER 8

INVESTIGATIONS AND DISCIPLINARY PROCEDURES

8.1(272C,543D) Disciplinary action

- 8.2(17A,272C,543D) Initiation of disciplinary investigations
- 8.3(272C,543D) Sources of information
- 8.4(17A,272C,543D) Conflict of interest
- 8.5(272C,543D) Complaints

8.6(272C,543D) Case numbers

8.7(272C,543D,546) Confidentiality of complaint and investigative information

8.8(17A,272C,543D) Investigation procedures

8.9(17A,272C,543D) Informal discussion

8.10(272C,543D) Peer review committee (PRC)

8.11(17A,272C,543D) Closing complaint files

- 8.12(17A,272C,543D) Initiation of disciplinary proceedings
- 8.13(17A,272C,543D) Disciplinary contested case procedures
- 8.14(543D) Decisions
- 8.15(272C,543D) Mitigating and aggravating factors
- 8.16(272C,543D) Voluntary surrender
- 8.17(272C,543D) Reinstatement

CHAPTER 9

RENEWAL, EXPIRATION AND REINSTATEMENT OF CERTIFICATES AND REGISTRATIONS, AND INACTIVE STATUS

9.1(272C,543D) Biennial renewal

- 9.2(272C,543D) Notices
- 9.3(272C,543D) Renewal procedures
- 9.4(272C,543D) Failure to renew
- 9.5(272C,543D) Inactive status
- 9.6(272C,543D) Property of the board

CHAPTER 10

RECIPROCITY

- 10.1(543D) Nonresident certification by reciprocity
- 10.2(543D) Nonresident temporary practice

CHAPTER 11 CONTINUING EDUCATION

11.1(272C,543D)	Definitions
11.2(272C,543D)	Continuing education requirements
11.3	Reserved
11.4(272C,543D)	Minimum program qualifications
11.5(272C,543D)	Standards for provider and program approval
11.6(272C,543D)	Acceptable distance education courses
11.7(272C,543D)	Applications for approval of programs
11.8(272C,543D)	Waiver of application fees
11.9(272C,543D)	Authority to approve education
11.10(272C,543D)	Appraiser request for preapproval of continuing education programs
11.11(272C,543D)	Appraiser request for postapproval of continuing education program
11.12(272C,543D)	Review of provider or program
11.13(272C,543D)	Hearings

CHAPTER 12

FEES

12.1(543D) Required

- 12.2(543D) Prorating of registration fees
- 12.3(543D) Federal registry fee

CHAPTER 13

USE OF CRIMINAL CONVICTIONS IN ELIGIBILITY DETERMINATIONS AND INITIAL LICENSING DECISIONS

- 13.1(272C) Definitions
- 13.2(272C) License application
- 13.3(272C) Eligibility determination
- 13.4(272C) Substance of decision
- 13.5(272C) Appeal
- 13.6(272C) Future petitions or applications

CHAPTER 14

Reserved

CHAPTER 15

SUPERVISOR RESPONSIBILITIES

- 15.1(543D) Description
- 15.2(543D) Supervisory appraiser responsibilities
- 15.3(543D) Requirements for a supervisory appraiser
- 15.4(543D) Restrictions

CHAPTER 16

ENFORCEMENT PROCEEDINGS AGAINST NONLICENSEES

- 16.1(543D) Civil penalties against nonlicensees
- 16.2(543D) Grounds for imposing civil penalties
- 16.3(543D) Investigations
- 16.4(543D) Notice of intent to impose civil penalties
- 16.5(543D) Request for hearing
- 16.6(543D) Factors to consider
- 16.7(543D) Enforcement options

CHAPTER 17

SUPERINTENDENT SUPERVISION STANDARDS AND PROCEDURES

- 17.1(543D) Superintendent supervision standards
- 17.2(543D) Procedures for superintendent supervision

CHAPTER 18 WAIVERS

18.1(17A,543D) Definitions

18.2(17A,543D)	Scope of chapter
18.3(17A,543D)	Applicability
18.4(17A,543D)	Criteria for waiver
18.5(17A,543D)	Filing of petition
18.6(17A,543D)	Content of petition
18.7(17A,543D)	Additional information
18.8(17A,543D)	Notice
18.9(17A,543D)	Hearing procedures
18.10(17A,543D)	Ruling
18.11(17A)	Interim rulings
18.12(17A,543D)	Public availability
18.13(17A,543D)	Summary reports
18.14(17A,543D)	Cancellation of a waiver
18.15(17A,543D)	Violations
18.16(17A,543D)	Defense
18.17(17A,543D)	Judicial review

CHAPTER 19

INVESTIGATORY SUBPOENAS

19.1(17A,272C,543D)	Investigatory subpoena authority
19.2(17A,272C,543D)	Investigatory subpoena procedures

CHAPTER 20

CONTESTED CASES

20.1(17A,543D)	Definitions
20.2(17A,543D)	Scope and applicability of the Iowa Rules of Civil Procedure
20.3(17A,272C)	Commencement of a contested case and probable cause
20.4(17A,272C)	Informal settlement
20.5(17A)	Statement of charges
20.6(17A,272C)	Notice of hearing
20.7(13,272C)	Legal representation
20.8(17A)	Requests for contested case proceeding
20.9(17A,272C)	Form of answer
20.10(17A,272C)	Presiding officer
20.11(17A)	Time requirements
20.12(17A)	Waiver of procedures
20.13(17A,272C)	Telephone and electronic proceedings
20.14(17A)	Disqualification
20.15(17A)	Consolidation—severance
20.16(17A)	Amendments
20.17(17A)	Service and filing of pleadings and other papers
20.18(17A)	Discovery
20.19(17A,272C)	Issuance of subpoenas in a contested case
20.20(17A)	Motions
20.21(17A,272C)	Prehearing conference and disclosures

20.22(17A)	Continuances				
20.23(17A)	Withdrawals				
20.24(17A)	Intervention				
20.25(17A,272C)	Hearings				
20.26(17A)	Evidence				
20.27(17A)	Default				
20.28(17A)	Ex parte communication				
20.29(17A)	Recording costs				
20.30(17A,272C)	Final decisions, publication and client notification				
20.31(17A)	Interlocutory appeals				
20.32(17A)	Appeals and review				
20.33(17A)	Applications for rehearing				
20.34(17A)	Stays of board actions				
20.35(17A)	No factual dispute contested cases				
20.36(17A)	Emergency adjudicative proceedings				
20.37(17A,272C)	Judicial review				
20.38(17A,272C)	Reinstatement				
20.39(546,543D,272C) Hearing on license denial					
20.40(546,543D,272C) Denial of application to renew license					
20.41(543D,272C) Recovery of hearing fees and expenses					

20.42(543D,272C) Settlement after notice of hearing

CHAPTER 21

DENIAL OF ISSUANCE OR RENEWAL, SUSPENSION, OR REVOCATION OF LICENSE FOR NONPAYMENT OF CHILD SUPPORT OR STATE DEBT

- 21.1(252J) Nonpayment of child support
- 21.2(272C) Prohibited grounds for discipline
- 21.3(272D) Nonpayment of state debt

CHAPTER 22

PETITION FOR RULE MAKING

- 22.1(17A) Petition for rule making
- 22.2(17A) Briefs
- 22.3(17A) Inquiries
- 22.4(17A) Board consideration
- 22.5(17A) Submission to administrative rules review committee

CHAPTER 23

DECLARATORY ORDERS

- 23.1(17A) Petition for declaratory order
- 23.2(17A) Notice of petition
- 23.3(17A) Intervention
- 23.4(17A) Briefs
- 23.5(17A) Inquiries
- 23.6(17A) Service and filing of petitions and other papers
- 23.7(17A) Board consideration
- 23.8(17A) Action on petition
- 23.9(17A) Refusal to issue order
- 23.10(17A) Contents of declaratory order—effective date
- 23.11(17A) Copies of orders
- 23.12(17A) Effect of a declaratory order

CHAPTER 24

SALES AND LEASES OF GOODS AND SERVICES

24.1(68B)	Selling or	leasing of	goods or	services by	mamhara	of the	board
24.1(00D)	Senning of	leasing of	goous or	services by	members	or the	ooaru

CHAPTER 25

PUBLIC RECORDS AND FAIR INFORMATION PRACTICES

- 25.1(17A,22) Definitions
- 25.2(17A,22) Statement of policy
- 25.3(17A,22) Requests for access to records
- 25.4(17A,22) Access to confidential records
- 25.5(17A,22) Requests for treatment of a record as a confidential record and its withholding from examination
- 25.6(17A,22) Procedure by which additions, dissents, or objections may be entered into certain records
- 25.7(17A,22) Consent to disclosure by the subject of a confidential record
- 25.8(17A,22) Disclosures without the consent of the subject
- 25.9(17A,22) Routine use
- 25.10(17A,22) Consensual disclosure of confidential records
- 25.11(17A,22,546) Release to subject
- 25.12(17A,22) Availability of records
- 25.13(17A,22) Personally identifiable information
- 25.14(22) Other groups of records
- 25.15(17A,22) Data processing systems
- 25.16(17A,22) Applicability
- 25.17(17A,22) Notice to suppliers of information

CHAPTER 26

MILITARY SERVICE, VETERAN RECIPROCITY, AND LICENSURE OF PERSONS LICENSED IN OTHER JURISDICTIONS

- 26.1(272C) Definitions
- 26.2(272C) Military education, training, and service credit
- 26.3(272C) Veteran reciprocity
- 26.4(272C) Licensure of persons licensed in other jurisdictions

CHAPTER 27

IMPAIRED LICENSEE REVIEW COMMITTEE

AND IMPAIRED LICENSEE RECOVERY PROGRAM

27.1(272C) Impaired licensee review committee

CHAPTER 28

SOCIAL SECURITY NUMBERS AND PROOF OF LEGAL PRESENCE

- 28.1(543D) Purpose
- 28.2(543D) Applicability
- 28.3(543D) Acceptable evidence
- 28.4(252J,261,272D,543D) Social security number disclosure

CHAPTER 29

VENDOR APPEALS

- 29.1(543D) Purpose
- 29.2(543D) Vendor appeals
- 29.3(543D) Procedures for vendor appeals
- 29.4(543D) Procedures for board referral to an administrative law judge
- 29.5(543D) Procedures for review by superintendent in first instance