

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) Background check

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
- 6.8(543D) Upgrade from a certified residential real property appraiser to a certified general real property appraiser

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, RETIRED STATUS, 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) Retired status
- 9.7(272C,543D) Property of the board

CHAPTER 10
RECIPROCITY

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

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 fees
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 members of the board

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)
29.5(543D)

Procedures for board referral to an administrative law judge
Procedures for review by superintendent in first instance