5.7(543D)

Background check

# REAL ESTATE APPRAISER EXAMINING BOARD[193F]

#### CHAPTER 1

	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
1.17(543D) 1.18(543D)	Qualified state appraiser certifying agency
	May 1, 2018, criteria
1.19(543D)	
1.20(543D)	Application and work product deadlines
1.21(543D)	National criminal history check
	Process for board review of eligibility
1.23(272C,543D)	Applications
	CHAPTER 2
	DEFINITIONS
2.1(543D)	Applicability
2.1(0.101)	Tipp nout in the second of the
	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
	CVI A DEPEND A
	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
	CHAPTED 5
	CHAPTER 5
5 1(542D)	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(542D)	Daalzamannd ahaalz

#### CHAPTER 6

CERTIFIED GENERAL REA	I DRODERTY ADDRAISER

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) Sta	indards of practice
7.3(17A.272C.543D)	Grounds for discipline

## CHAPTER 8

	IN'	VESTIGATIONS AND DISCIPLINARY PROCEDURES
8.1(272C,543D)	Dis	ciplinary action
8.2(17A,272C,543D	))	Initiation of disciplinary investigations
8.3(272C,543D)	Sou	rces of information
8.4(17A,272C,543D	))	Conflict of interest
8.5(272C,543D)	Con	nplaints
8.6(272C,543D)	Cas	e numbers
8.7(272C,543D,546)	)	Confidentiality of complaint and investigative information
	/	Investigation procedures
8.9(17A,272C,543D	))	Informal discussion
8.10(272C,543D)	Pee	r review committee (PRC)
8.11(17A,272C,543	D)	Closing complaint files
8.12(17A,272C,543	D)	Initiation of disciplinary proceedings
8.13(17A,272C,543	D)	Disciplinary contested case procedures
- ( )		cisions
		igating and aggravating factors
,		•
8.17(272C,543D)	Rei	nstatement
	8.2(17A,272C,543D) 8.3(272C,543D) 8.4(17A,272C,543D) 8.5(272C,543D) 8.6(272C,543D) 8.7(272C,543D,546 8.8(17A,272C,543D) 8.9(17A,272C,543D) 8.10(272C,543D) 8.11(17A,272C,543 8.12(17A,272C,543 8.12(17A,272C,543 8.13(17A,272C,543 8.14(543D) 8.15(272C,543D) 8.16(272C,543D)	8.1(272C,543D) Diss 8.2(17A,272C,543D) 8.3(272C,543D) Sou 8.4(17A,272C,543D) Cor 8.5(272C,543D) Cor 8.6(272C,543D) Cas 8.7(272C,543D,546) 8.8(17A,272C,543D) 8.9(17A,272C,543D) 8.10(272C,543D) Pee 8.11(17A,272C,543D) 8.12(17A,272C,543D) 8.13(17A,272C,543D) 8.14(543D) Dec

#### 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
10.1(542D)	RECIPROCITY
10.1(543D) 10.2(543D)	Nonresident certification by reciprocity  Nonresident temporary practice
10.2(343D)	Nonresident temporary practice
	CHAPTER 11
11 1/050 ( 5/05)	CONTINUING EDUCATION
11.1(272C,543D) 11.2(272C,543D)	Definitions Continuing education requirements
11.2(272C,543D) 11.3	Reserved
11.4(272C,543D)	Minimum program qualifications
11.5(272C,543D)	
11.6(272C,543D)	Acceptable distance education courses
11.7(272C,543D)	1. 1
	Waiver of application fees
11.9(272C,543D)	• • • • • • • • • • • • • • • • • • • •
	Appraiser request for preapproval of continuing education programs
	Appraiser request for postapproval of continuing education program Review of provider or program
11.12(272C,543D) 11.13(272C,543D)	
11.13(2720,343D)	Treatings
	CHAPTER 12
12 1(542D)	FEES
12.1(543D) 12.2(543D)	Required fees Prorating of registration fees
12.3(543D)	Federal registry fee
12.0(0.02)	
LIGE OF CDD (I	CHAPTER 13
USE OF CRIMI	INAL 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
E	INFORCEMENT PROCEEDINGS AGAINST NONLICENSEES
16.1(543D)	Civil penalties against nonlicensees
16.2(543D)	Grounds for imposing civil penalties
16.3(543D)	Investigations Notice of intent to impose givil populties
16.4(543D) 16.5(543D)	Notice of intent to impose civil penalties Request for hearing
10.3(3 <del>1</del> 3D)	request for hearing

16.6(543D)	Factors to consider
16.7(543D)	Enforcement options
	CHAPTER 17
SUPI	ERINTENDENT 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

# nt supervision

## PTER 18 **IVERS**

18.1(1/A,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

Interim rulings 18.11(17A) 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,27	2C) Hearing on license denial
20.40(546,543D,27	2C) 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 ISSI	JANCE OR RENEWAL, SUSPENSION, OR REVOCATION OF LICENSE FOR
DENIAL OF 1550	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
21.3(272D)	Trompayment of state door
	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) 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
23.10(1/11)	Contains of decidation, order concents dute

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		
21.1(00D)	beining of leasing of goods of services by members of the board		
	CHAPTER 25		
1	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)			
25.11(17/A,22,510) 25.12(17A,22)	Availability of records		
	Personally identifiable information		
25.13(17A,22)			
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		
	CHAPTED 20		
A CHI TEL DIL GEDI	CHAPTER 26		
MILITARY SERV	TICE, 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		
SOC	IAL SECURITY NUMBERS AND PROOF OF LEGAL PRESENCE		
28.1(543D)	Purpose		
28.2(543D)	Applicability		
28.3(543D)	Acceptable evidence		
28.4(252J,261,272J	D,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		

T A	$\sim$	1	1	12	10	1
IA	U	1	1.	13	' _	1

Analysis, p. 7

29.4(543D)	Procedures for board referral to an administrative law judge
29.5(543D)	Procedures for review by superintendent in first instance