

481—470.4(10A) Course approval and standards. All lead professional training courses for initial certification and refresher training must be approved by the department. Training programs shall not state that they have been approved by the state of Iowa unless they have met the requirements of 641—70.4(10A) and been approved by the department.

470.4(1) Training courses shall meet the following requirements:

a. The training program offering the course will employ a training manager who has the following qualifications:

(1) A bachelor's or graduate degree in building construction technology, engineering, industrial hygiene, safety, public health, or a related field; or two years of experience in managing a training program specializing in environmental hazards.

(2) Demonstrated experience, education, or training in lead professional activities, including lead inspection, lead abatement, lead-safe work practices, painting, carpentry, renovation, remodeling, occupational safety and health, or industrial hygiene.

b. The training manager will designate a qualified principal instructor for each course who has the following qualifications:

(1) Demonstrated experience, education, or training in teaching workers or adults.

(2) Certification as a lead inspector/risk assessor, elevated blood lead (EBL) inspector/risk assessor, or lead abatement contractor. In the case of a course for training lead-safe renovators, the principal instructor may be certified as a sampling technician.

(3) Demonstrated experience, education, or training in lead professional activities, including lead inspection, lead abatement, lead-safe work practices, painting, carpentry, renovation, remodeling, occupational safety and health, or industrial hygiene.

c. The principal instructor will be responsible for the organization of the course and oversight of the teaching of all course material. The training manager may designate guest instructors as needed to provide instruction specific to the lecture, hands-on activities, or work practice components of a course.

d. The training program shall ensure the availability of, and provide adequate facilities for, the delivery of the lecture, course test, hands-on training, and assessment activities. This includes providing training equipment that reflects current work practices and maintaining or updating the equipment as needed.

e. The training manager shall maintain the validity and integrity of the hands-on skills assessment to ensure that it accurately evaluates the trainees' performance of the work practices and procedures associated with the course topics contained in subrules 470.4(3) through 470.4(17).

f. The training manager shall maintain the validity and integrity of the course test to ensure that it accurately evaluates the trainees' knowledge and retention of the course topics.

g. The course test shall be developed in accordance with the test blueprint submitted with the course approval application.

h. The training program will issue unique course completion certificates to each student who passes the course. The course completion certificate shall be issued in color. The course completion certificate will include:

(1) The first name, last name and middle initial of the student.

(2) The address of the student.

(3) A photograph of the student, and a unique identification number.

(4) The name of the particular course that the student completed and the course length in hours.

(5) Dates of course completion and test passage.

(6) The name, address, and telephone number of the training program.

(7) The signature of the training manager.

i. The training manager will develop and implement a quality control plan. The plan shall be used to maintain and improve the quality of the training program over time. This plan shall contain at least the following elements:

(1) Procedures for periodic revision of training materials and the course test to reflect changes in regulations and recommended practices.

(2) Procedures for the training manager to conduct an annual review of the competency of the principal instructor and all other instructors.

j. The training program will offer courses that teach the work practice standards for conducting lead-based paint activities contained in rule 481—470.6(10A) and other standards developed by the department. These standards will be taught in the appropriate courses to provide trainees with the knowledge needed to perform the lead-based paint activities they are responsible for conducting.

k. The training manager will ensure that each course meets the requirements in this rule for the number of training hours and hours of hands-on training. The training manager will ensure that any student who misses more than 20 minutes of class time makes up the time before taking the course test.

l. The training manager will ensure that the training program complies at all times with all requirements in this rule.

m. The content of the lead training courses will be in accordance with the subjects described specifically in each lead discipline contained in rule 481—470.4(10A).

n. The hands-on activities, denoted by an asterisk (*), shall include subjects that are also denoted with an asterisk (*) and listed in the related lead discipline contained in rule 481—470.4(10A).

o. Each lead training course will conclude with a course test and, if applicable, a hands-on skills assessment. The student must achieve a score of at least 80 percent on the examination and successfully complete the hands-on skills assessment to successfully complete the course. The student may take the course test no more than three times within six months of completing the course. If an individual does not pass the course test within six months of completing the course, the individual must retake the appropriate approved course.

p. The instructor will provide an introduction of the online certification system used by the department. The instructor will advise each student on the procedures needed to apply to the department for certification and provide information to each student on the procedures needed for taking the state certification examination. The instructor will also provide each student with a current copy of this chapter and 481—Chapter 469.

q. All of the course materials must be provided to each student. The materials may be provided electronically unless an individual student requests that the materials be provided on paper.

r. The training manager shall allow the department to audit the training program to verify the contents of the application for approval and for reapproval.

s. The training program shall maintain, and make available to the department, upon request, the following records:

(1) All documents specified in paragraph 470.4(2) “*f.*”

(2) Current curriculum/course materials and documents reflecting any changes made to these materials.

(3) The course test blueprint and the course test.

(4) Information regarding how the hands-on assessment is conducted including but not limited to who conducts the assessment, how the skills are graded, what facilities are used, and the pass/fail rate.

(5) The quality control plan as described in paragraph 470.4(1) “*i.*”

(6) A file for each student who has completed a course. Each student file shall contain the following:

1. The student’s name, address, and telephone number.

2. The student’s test and answer sheet.

3. A copy of the student’s course completion certificate.

4. A copy of the student’s hands-on skill assessment, if applicable.

5. A photograph of the student as taken by the training program.

(7) A file for each individual course that has been offered. Each file shall include the following:

1. The dates of the course.

2. The location of the course.

3. The instructors who taught the course.

4. A paper or electronic copy of the curriculum used for the course.

5. A copy of the test used for the course.

6. Documentation of the times that each student was present at the course, including documentation of how a student made up missed time.

7. The course evaluations.

(8) Any other materials that have been submitted to the department as part of the program's application for approval.

t. The training program shall retain all required records at the address specified on the training program approval application for a minimum of six years.

u. The training program shall notify the department within 30 days of changing the address specified on its training program approval application or transferring the records from that address.

v. A training program shall notify the department at least seven days in advance of offering an approved course. The notification shall include the date(s), time(s), and location(s) where the approved course will be held. A training program shall notify the department at least 24 hours in advance of canceling an approved course.

w. The training program will take a digital photograph of each student. The digital photograph shall be the same photograph that appears on the training certificate and is submitted to the department. The photograph shall meet the following specifications:

(1) The individual will be facing the camera.

(2) The individual's head will not be tilted.

(3) The individual's head will cover approximately half of the photo area.

(4) The individual will be in front of a neutral or light-colored background.

(5) The individual will not wear any items that detract from the face, such as hats or sunglasses. Only head coverings worn for religious reasons may be worn. Religious head coverings may not cover the face of the individual.

(6) Photographs will be 24-bit color depth.

x. A training program shall roster each student who has taken the approved course into a database specified by the department. All students shall be rostered into the department database within 20 days of conclusion of an approved course. Rostering shall include:

(1) Name and address.

(2) Course completion certificate number.

(3) Test score.

(4) The photograph of each student as taken by the training program in a format specified by the department.

470.4(2) If a training program desires approval of a course by the department, the training program will apply to the department for approval at least 90 days before the initial offering of the course. The department may allow courses to be offered sooner if the department completes the approval in less than 90 days. The application shall include:

a. Training program name, contact person, address, email address, and telephone number.

b. Course for which approval is sought.

c. Course locations, including a description of the facilities and equipment to be used for lecture and hands-on training.

d. Course agenda, including approximate times allotted to each training segment.

e. A copy of each reference material, text, student manual, instructor manual, and audiovisual material used in the course.

f. The name(s) and qualifications of the training manager, principal instructor(s), and guest instructor(s). The following documents shall be submitted as evidence that training managers and principal instructors have the education, work experience, training requirements, or demonstrated experience required by subrule 470.4(1):

(1) Official transcripts or diplomas as evidence of meeting the education requirements.

(2) Résumés, letters of reference, or documentation of work experience, as evidence of meeting the work experience requirements.

(3) Certificates from lead-specific training courses, as evidence of meeting the training requirements.

g. A copy of the course test blueprint.

h. A description of the activities and procedures that will be used for conducting the assessment of hands-on skills for each course.

i. Maximum class size.

j. A copy of the quality control plan for the course.

k. A nonrefundable fee of \$200.

470.4(3) To be approved for the training of lead inspector/risk assessors and elevated blood lead (EBL) inspector/risk assessors, a course must be at least 40 training hours with a minimum of 12 hours devoted to hands-on training activities (*). Lead inspector/risk assessor and elevated blood lead (EBL) inspector/risk assessor training courses will cover at least the following subjects:

a. Role and responsibilities of an inspector/risk assessor.

b. Background information on lead and its adverse health effects, how children and adults are exposed to lead, and how to prevent lead exposure in children and adults.

c. Background information on federal, state, and local regulations and guidance that pertain to lead-based paint and lead-based paint activities.

d. Lead-based paint inspection methods, including selection of rooms and components for sampling or testing to determine if a property is free of lead-based paint as specified in the Guidelines for the Evaluation and Control of Lead-Based Paint Hazards in Housing ((2012), U.S. Department of Housing and Urban Development), and methods to determine if lead-based paint hazards are present in a property.*

e. Paint, dust, and soil sampling methodologies.*

f. Clearance standards and testing, including random sampling.*

g. Collection of background information to perform a risk assessment.

h. Sources of environmental lead contamination such as paint, surface dust and soil, and water.

i. Visual inspection to identify lead-based paint hazards.*

j. Lead hazard screen protocol.

k. Visual risk assessment protocol.

l. Reevaluation protocol.

m. In the case of renovation, procedures for using recognized test kits to determine whether paint is lead-based paint.*

n. In the case of renovation, methods to ensure that the renovation has been properly completed, including postrenovation cleaning verification and clearance testing.*

o. Sampling for other sources of lead exposure.*

p. Interpretation of lead-based paint and other lead sampling results, including all applicable federal, state, and local guidance or regulations pertaining to lead-based paint hazards.*

q. Development of lead hazard control options.

r. The role of interim controls, operation and maintenance activities, and renovation in reducing lead-based paint hazards.

s. Approved methods for conducting lead-based paint abatement, interim controls, operation and maintenance activities, and renovation.

t. Prohibited methods for conducting lead-based paint abatement, interim controls, operation and maintenance activities, and renovation.

u. Interior dust abatement and cleanup.

v. Soil and exterior dust abatement and cleanup.

w. Preparation of the final reports for lead inspections, lead-free inspections, risk assessments, visual assessments, lead hazard screens, clearance testing after lead abatement, clearance testing after renovation, reevaluation, and clearance testing after interim controls, paint stabilization, standard treatments, ongoing lead-based paint maintenance, and rehabilitation pursuant to 24 CFR Part 35.

x. Recordkeeping.

470.4(4) To be approved for the training of lead inspector/risk assessors and elevated blood lead (EBL) inspector/risk assessors who have already completed an approved sampling technician course, a course must be at least 20 training hours with a minimum of 8 hours devoted to hands-on training activities (*). The training course shall cover at least the following subjects:

- a.* Role and responsibilities of a lead inspector/risk assessor and elevated blood lead (EBL) inspector/risk assessor.
- b.* Lead-based paint inspection methods, including selection of rooms and components for sampling or testing to determine if a property is free of lead-based paint as specified in the work practice standards in rule 481—470.6(10A), and methods to determine if lead-based paint hazards are present in a property.*
- c.* Collection of background information to perform a risk assessment.
- d.* Lead hazard screen protocol.
- e.* Reevaluation protocol.
- f.* Sampling for other sources of lead exposure.*
- g.* Interpretation of lead-based paint and other lead sampling results, including all applicable federal, state, and local guidance or regulations pertaining to lead-based paint hazards.*
- h.* Development of lead hazard control options, including lead abatement.*
- i.* The role of interim controls, operation and maintenance activities, and renovation in reducing lead-based paint hazards.
- j.* Approved methods for conducting lead abatement, interim controls, operation and maintenance activities, and renovation.
- k.* Prohibited methods for conducting lead abatement, interim controls, operation and maintenance activities, and renovation.
- l.* Preparation of the final reports for lead inspections, lead-free inspections, risk assessments, lead hazard screens, reevaluation, and clearance testing after lead abatement.
- m.* Recordkeeping.

470.4(5) To be approved for the training of elevated blood lead (EBL) inspector/risk assessor, a course must be at least a four-hour training course and shall cover at least the following subjects:

- a.* Role and responsibility of an elevated blood lead (EBL) inspector/risk assessor.
- b.* Background information on childhood lead poisoning prevention programs in Iowa.
- c.* EBL lead inspection protocol described in this chapter and the EBL inspection protocol recommended by HUD.
- d.* Environmental and medical case management of lead-poisoned children.
- e.* Health effects of lead poisoning including an in-depth review of the scientific studies demonstrating the health effects of lead poisoning.
- f.* Chelation therapy including at what levels it is recommended and when it might not be needed.
- g.* Risk of childhood lead exposure from adult occupations or hobbies.
- h.* Case scenarios.*

470.4(6) To be approved for the training of lead abatement contractors, a course must be at least 40 training hours with a minimum of 12 hours devoted to hands-on activities (*) and shall cover at least the following subjects:

- a.* Role and responsibilities of a lead abatement contractor.
- b.* Background information on lead and its adverse health effects, how children and adults are exposed to lead, and how to prevent lead exposure in children and adults.
- c.* Background information on federal, state, and local regulations and guidance that pertain to lead-based paint and lead-based paint activities.
- d.* Liability and insurance issues relating to lead abatement, interim controls, and renovation.
- e.* Identification of lead-based paint and lead-based paint hazards.*
- f.* Interpretation of lead inspection reports.*
- g.* Development and implementation of an occupant protection plan, lead abatement report, and renovation report.
- h.* Respiratory protection and protective clothing.*
- i.* Employee information and training.
- j.* Approved methods for conducting lead abatement, interim controls, and renovation.*
- k.* Prohibited methods for conducting lead abatement, interim controls, and renovation.
- l.* Interior dust abatement and cleanup.*
- m.* Soil and exterior dust abatement and cleanup.*

- n.* Clearance standards and testing, including random sampling.
- o.* Cleanup, waste handling, and waste disposal.
- p.* In the case of renovation, interior and exterior containment and cleanup methods.*
- q.* In the case of renovation, providing on-the-job training to other workers.*
- r.* In the case of renovation, procedures for using recognized test kits to determine whether paint is lead-based paint, including preparation of the required report.*
- s.* In the case of renovation, methods to ensure that the renovation has been properly completed, including postrenovation cleaning verification and clearance testing.*
- t.* In the case of renovation, record preparation and recordkeeping.
- u.* Recordkeeping for lead abatement.

470.4(7) To be approved for the training of lead abatement contractors who have already completed an approved lead abatement worker course, a course must be at least 16 training hours with a minimum of 4 hours devoted to hands-on activities (*) and shall cover at least the following subjects:

- a.* Role and responsibilities of a lead abatement contractor.
- b.* Liability and insurance issues relating to lead abatement.
- c.* Interpretation of lead inspection reports.*
- d.* Development and implementation of an occupant protection plan and abatement report.
- e.* Employee information and training.
- f.* Clearance standards and testing, including random sampling.
- g.* Recordkeeping for lead abatement.

470.4(8) To be approved for the training of lead abatement workers, a course must be at least 24 training hours with a minimum of 8 hours devoted to hands-on activities (*) and shall cover at least the following subjects:

- a.* Role and responsibilities of a lead abatement worker.
- b.* Background information on lead and its adverse health effects, how children and adults are exposed to lead, and how to prevent lead exposure in children and adults.
- c.* Background information on federal, state, and local regulations and guidance that pertain to lead-based paint and lead-based paint activities.
- d.* Identification of lead-based paint and lead-based paint hazards.*
- e.* Approved methods for conducting lead abatement, interim controls, and renovation.*
- f.* Prohibited methods for conducting lead abatement, interim controls, and renovation.
- g.* Interior dust abatement and cleanup.*
- h.* Soil and exterior dust abatement and cleanup.*
- i.* Cleanup, waste handling, and waste disposal.
- j.* Respiratory protection and protective clothing.*
- k.* Personal hygiene.
- l.* In the case of renovation, interior and exterior containment and cleanup methods.*
- m.* In the case of renovation, providing on-the-job training to other workers.*
- n.* In the case of renovation, procedures for using recognized test kits to determine whether paint is lead-based paint, including preparation of the required report.*
- o.* In the case of renovation, methods to ensure that the renovation has been properly completed, including postrenovation cleaning verification and clearance testing.*
- p.* In the case of renovation, record preparation and recordkeeping.

470.4(9) To be approved for the training of sampling technicians, a course must be at least 20 training hours with a minimum of 4 hours devoted to hands-on training activities (*). The training course shall cover at least the following subjects:

- a.* Role and responsibilities of a sampling technician.
- b.* Background information on lead and its adverse health effects, how children and adults are exposed to lead, and how to prevent lead exposure in children and adults.
- c.* Background information on federal, state, and local regulations and guidance that pertain to lead-based paint and lead-based paint activities.
- d.* Methods of conducting visual risk assessments.*

- e.* Paint, dust, and soil sampling methodologies.*
- f.* In the case of renovation, procedures for using recognized test kits to determine whether paint is lead-based paint.*
- g.* Clearance standards and testing.*
- h.* Identification of lead-based paint hazards.*
- i.* Sources of environmental lead contamination such as paint, surface dust and soil, and water.
- j.* Visual inspection to identify lead-based paint hazards.*
- k.* Approved methods for conducting lead abatement, interim controls, operation and maintenance activities, and renovation.
- l.* Prohibited methods for conducting lead abatement, interim controls, operation and maintenance activities, and renovation.
- m.* Methods of interim controls and lead abatement for interior dust and cleanup.
- n.* Methods of interim controls and lead abatement for exterior dust and soil and cleanup.
- o.* Preparation of the final visual assessment report.
- p.* Preparation of clearance testing reports for clearance testing after renovation and clearance testing after interim controls, paint stabilization, standard treatments, ongoing lead-based paint maintenance, and rehabilitation pursuant to 24 CFR Part 35.
- q.* Recordkeeping.

470.4(10) To be approved for the training of project designers, a course must be at least 48 instructional training hours with a minimum of 12 hours devoted to hands-on activities (*) and shall cover at least the following subjects:

- a.* Role and responsibilities of a lead abatement contractor.
- b.* Background information on lead and its adverse health effects, how children and adults are exposed to lead, and how to prevent lead exposure in children and adults.
- c.* Background information on federal, state, and local regulations and guidance that pertain to lead-based paint and lead-based paint activities.
- d.* Liability and insurance issues relating to project design.
- e.* Identification of lead-based paint and lead hazards.*
- f.* Interpretation of lead inspection reports.*
- g.* Development and implementation of an occupant protection plan, lead abatement report, and renovation report.
- h.* Respiratory protection and protective clothing.*
- i.* Employee information and training.
- j.* Approved methods for conducting lead abatement, interim controls, and renovation.*
- k.* Prohibited methods for conducting lead abatement, interim controls, and renovation.
- l.* Interior dust abatement and cleanup.*
- m.* Soil and exterior dust abatement and cleanup.*
- n.* Clearance standards and testing, including random sampling.
- o.* Cleanup, waste handling, and waste disposal.
- p.* In the case of renovation, providing on-the-job training to other workers.*
- q.* In the case of renovation, procedures for using recognized test kits to determine whether paint is lead-based paint, including preparation of the required report.*
- r.* In the case of renovation, methods to ensure that the renovation has been properly completed, including postrenovation cleaning verification and clearance testing.*
- s.* In the case of renovation, record preparation and recordkeeping.
- t.* Recordkeeping for lead abatement.
- u.* Role and responsibilities of a project designer.
- v.* Development and implementation of an occupant protection plan for large-scale lead abatement projects.
- w.* Lead abatement and lead hazard reduction methods, including restricted practices for large-scale lead abatement projects.

- x. Interior dust abatement/cleanup or lead hazard control and reduction methods for large-scale lead abatement projects.
- y. Clearance standards and testing for large-scale lead abatement projects.
- z. Integration of lead abatement methods with modernization and rehabilitation projects for large-scale lead abatement projects.

470.4(11) To be approved for the training of project designers who have already completed an approved lead abatement contractor course, a course must be at least eight instructional training hours and shall cover at least the following subjects:

- a. Role and responsibilities of a project designer.
- b. Development and implementation of an occupant protection plan for large-scale abatement projects.
- c. Lead abatement and lead hazard reduction methods, including restricted practices for large-scale lead abatement projects.
- d. Interior dust abatement/cleanup or lead hazard control and reduction methods for large-scale lead abatement projects.
- e. Clearance standards and testing for large-scale lead abatement projects.
- f. Integration of lead abatement methods with modernization and rehabilitation projects for large-scale lead abatement projects.

470.4(12) To be approved for the training of project designers who have already completed an approved lead abatement worker course, a course must be at least 24 instructional training hours with a minimum of 4 hours devoted to hands-on activities (*) and shall cover at least the following subjects:

- a. Role and responsibilities of a lead abatement contractor.
- b. Liability and insurance issues relating to lead abatement.
- c. Interpretation of lead inspection reports.*
- d. Development and implementation of an occupant protection plan and lead abatement report.
- e. Employee information and training.
- f. Clearance standards and testing, including random sampling.
- g. Recordkeeping.
- h. Role and responsibilities of a project designer.
- i. Development and implementation of an occupant protection plan for large-scale lead abatement projects.
- j. Lead abatement and lead hazard reduction methods, including restricted practices for large-scale lead abatement projects.
- k. Interior dust abatement/cleanup or lead hazard control and reduction methods for large-scale lead abatement projects.
- l. Clearance standards and testing for large-scale lead abatement projects.
- m. Integration of lead abatement methods with modernization and rehabilitation projects for large-scale lead abatement projects.

470.4(13) To be approved for the training of lead-safe renovators, a course must be at least eight instructional training hours with a minimum of two hours devoted to hands-on activities (*) and shall cover at least the following subjects:

- a. Background information on lead and its adverse health effects, how children and adults are exposed to lead, and how to prevent lead exposure in children and adults.
- b. Background information on federal, state, and local regulations and guidance that pertain to lead-based paint, lead-based paint activities, and renovation activities.
- c. Procedures for using recognized test kits to determine whether paint is lead-based paint, including preparation of the required report.*
- d. Renovation methods to minimize the creation of dust and lead-based paint hazards.*
- e. Prohibited methods of renovation.
- f. Interior and exterior containment and cleanup methods.*
- g. Methods to ensure that the renovation has been properly completed, including postrenovation cleaning verification and clearance testing.*

- h.* Waste handling and disposal.
- i.* Providing on-the-job training to other workers.*
- j.* Record preparation and recordkeeping.

470.4(14) A refresher training course for sampling technicians, lead abatement contractors, lead abatement workers, and project designers must be at least eight hours of training. Pursuant to the recertification requirements of subrule 470.5(6), a refresher training course for lead inspector/risk assessors and elevated blood lead (EBL) inspector/risk assessors who completed an approved 24-hour training course must be at least 8 hours of training. Pursuant to the recertification requirements of subrule 470.5(6), a refresher training course for lead inspector/risk assessors and EBL inspector/risk assessors must be at least 16 hours of training. A refresher training course for lead-safe renovators must be at least four hours of training. All refresher training courses shall cover at least the following topics:

- a.* A review of the curriculum topics of the initial certification course for the appropriate discipline as listed in subrules 470.4(3) through 470.4(13).
- b.* An overview of current safety practices relating to lead-based paint activities in general, as well as specific information pertaining to the appropriate discipline.
- c.* Current laws and regulations relating to lead-based paint activities in general, as well as specific information pertaining to the appropriate discipline.
- d.* Current technologies relating to lead-based paint activities in general, as well as specific information pertaining to the appropriate discipline.

470.4(15) Approvals of training courses shall expire three years after the date of issuance. The training manager will submit the following at least 30 days prior to the expiration date for a course to be reapproved:

- a.* Sponsoring organization name, contact person, address, and telephone number.
- b.* A list of the courses for which reapproval is sought.
- c.* A description of any changes to the training staff, facility, equipment, or course materials since the approval of the training program.
- d.* A statement signed by the training manager stating that the training program complies at all times with rule 481—470.4(10A).
- e.* A nonrefundable fee of \$200.

470.4(16) The department shall consider a request for approval of a training course that has been approved by a state or tribe authorized by the U.S. Environmental Protection Agency.

- a.* The course shall be approved if it meets the requirements of rule 481—470.4(10A).
- b.* If the course does not meet all of the requirements of 481—470.4(10A), the department shall inform the training provider of additional topics and training hours that are needed to meet the requirements of rule 481—470.4(10A).

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