**501—9.11(80B) Professional development records.** The agency administrator will ensure that professional development records are regularly maintained and that the records are made available for inspection upon request of the council. Professional development records will include the following:

1. An overview of the training.
2. The name of the instructor who conducted the training.
3. The name of the individual who completed the training.
4. The length of the training.
5. The date and location where the training took place.
6. The scores achieved, if any, to show proficiency in or understanding of the subject matter.

This rule is intended to implement Iowa Code section 80B.11A.

[**ARC 0735D**, IAB 11/11/26, effective 1/1/27]