

**193C—10.2(542B,272C) Reports.** Each PRC shall submit a written report to the board within a reasonable period of time.

**10.2(1) Components of the report.** The report shall include:

- a.* A statement of the charge to the PRC;
- b.* A description of the actions taken by the PRC in its investigation, including but not limited to document review, interviews and site visits;
- c.* A summary of the PRC's findings, including (1) the PRC's opinion as to whether a violation has occurred, (2) citation of the Iowa Code section(s) and Iowa Administrative Code rule(s) violated, and (3) the PRC's opinion of the seriousness of the violation; and
- d.* A recommendation.

In the case of a land surveyor PRC report, the report must be plat-specific as to the violations.

**10.2(2) Recommended action.** The PRC report shall recommend one of the following:

- a.* Dismissal of the complaint,
- b.* Further investigation, or
- c.* Disciplinary proceedings.

If the PRC recommends further investigation or disciplinary proceedings, supporting information must be submitted to the board including citation of the specific Iowa Code section(s) and Iowa Administrative Code rule(s) violated.

**10.2(3) Disciplinary recommendations.** When recommending disciplinary proceedings, a PRC shall refrain from suggesting a particular form of discipline, but may provide guidance on the severity of the violations that prompted the recommendation and may identify professional areas in which the licensee needs additional education, experience or monitoring in order to safely practice.