

815 KAR 2:010. Continuing education requirements.

RELATES TO: KRS 198B.090, 198B.095, 198B.4009, 198B.4011, 198B.4013, 198B.4023, 198B.4025, 198B.6405, 198B.6409, 196B.654, 198B.658, 198B.660, 198B.664, 198B.672, 227.570, 227.590, 227A.040, 227A.100, 318.054, 318.130

STATUTORY AUTHORITY: KRS 198B.090(1)(a), 198B.095(1), 198B.4009(3), 198B.4023(7), (9), 198B.4025, 198B.6405(4), 198B.6409, 198B.654(1), 198B.684, 227.570(4), 227.590(1), 227A.040(8), 227A.100(7), 318.054, 318.130

NECESSITY, FUNCTION, AND CONFORMITY: KRS 198B.090(1)(a) requires the department to create and administer a certification program for building inspectors. KRS 198B.095(1) authorizes the department to promulgate administrative regulations to create a building inspectors training program. KRS 198B.4023 and 198B.4025 require the department to promulgate administrative regulations establishing continuing education requirements for elevator contractors and elevator mechanics. KRS 198B.654(1) requires the department to promulgate administrative regulations necessary to enforce the provisions of KRS 198B.650 through 198B.689. KRS 198B.684 authorizes the department to promulgate an administrative regulation with standards for continuing education for licensees and certificate holders of heating, ventilation, and air conditioning (HVAC). KRS 198B.6409 requires the commissioner to promulgate administrative regulations to establish the procedures necessary to implement KRS 198B.6401 through 198B.6417. KRS 198B.6405(4) establishes the continuing education requirements for fire sprinkler inspectors. KRS 227.590(1) requires the department to make and enforce administrative regulations to implement KRS 227.550 through 227.660. KRS 227.570(3) requires the department to establish the standards for the certified installer seal program. KRS 227A.040(8) authorizes the department to promulgate administrative regulations to establish procedures governing the licensure of electricians and electrical contractors. KRS 227A.100(7) requires the department to promulgate an administrative regulation to establish requirements relating to continuing education. KRS 318.130 requires the department to promulgate a Kentucky State Plumbing Code. KRS 318.054 requires the department to promulgate administrative regulations establishing the requirements for continuing education requirements for plumbers. This administrative regulation establishes the requirements for continuing education for certified building inspectors, trainee building inspectors, elevator contractors, elevator mechanics, fire sprinkler inspectors, master HVAC contractors, journeyman HVAC mechanics, certified installers of manufactured homes, master electricians, electricians, electrical contractors, electrical inspectors, master plumbers, and journeyman plumbers.

Section 1. General Requirements. (1) Prior to license renewal or certification renewal, a licensee or certificate holder shall submit proof of continuing education to the department.

(2) Except as established in subsection (3) of this section, a licensee or certificate holder shall obtain the required number of hours of continuing education pursuant to Section 2 of this administrative regulation during the twelve (12) months prior to renewal of the license or certificate.

(3)(a) A licensee or certificate holder who accumulates more than the required annual number of continuing education hours may carry forward the excess credit hours into the two (2) successive educational years.

(b) Carried forward credit hours shall be limited to a total of twelve (12) hours. All excess credit hours above the total of twelve (12) hours shall not be carried forward.

(4) The required annual number of continuing education hours shall not be required for a licensee's first renewal if the initial license was issued within twelve (12) months of renewal.

(5) More than two (2) hours of safety practices and procedures per twelve (12) month period

shall not be accepted towards the required annual number of continuing education hours.

(6) Out-of-state courses and trainings.

(a) Upon written request by a licensee or certificate holder, the department may recognize continuing education credit for courses or trainings held in another state if the material covered is relevant to the particular license.

(b) The licensee, certificate holder, or course provider shall submit with the request:

1. Course materials, including for example, handouts, course outlines, or a syllabus provided before or during the out-of-state course or training;

2. A certificate of completion of the out-of-state course or training, if applicable; and

3. The results of any quizzes or tests taken in association with the out-of-state course or training.

(7)(a) Except as established in paragraph (b) of this subsection, an individual who holds two (2) different licenses within one (1) division or one (1) section of the department shall comply with the required annual number or continuing education hours established in Section 2 for one (1) license.

(b) An electrical contractor shall not be able to apply a master electrician, electrician, or electrical inspector's hours toward the electrical contractor's continuing education.

(8) One (1) hour of class shall be equivalent to fifty (50) minutes of classroom instruction or approved online courses as established in 815 KAR 2:020.

(9)(a) A licensee who creates, teaches, instructs, or participates on a panel in an approved continuing education course as established in 815 KAR 2:020 shall be granted one (1) credit hour for each fifty (50) minutes of actual instruction time.

(b)1. A licensee who creates, teaches, instructs, or participates on a panel shall only receive credit for the initial creation, teaching, or participation on a panel for a continuing education course.

2. A licensee who creates, teaches, instructs, or participates on a panel shall not receive credit for any subsequent involvement with the same continuing education course.

(10) A licensee that is a corporation, business, or partnership shall designate an authorized agent to complete the licensee's annual continuing education requirements for purposes of license renewal.

(11) Inactive license.

(a) An inactive licensee or inactive certification holder shall not be required to attend or submit proof of annual continuing education.

(b) Prior to reactivation of a license or a certificate, the licensee, certificate holder, or course provider shall provide proof that the licensee or certificate holder has completed the required annual number of continuing education hours for the particular license or certificate in the twelve (12) months preceding reactivation.

Section 2. Division and Section-specific Requirements. (1) Except as established in subsection (2) of this section, a licensee or certificate holder shall provide proof of at least six (6) hours of approved continuing education prior to license renewal.

(2) The licensee or certificate holders shall comply with the requirements established in paragraphs (a) through (e) of this subsection:

(a) Each certified building inspector and trainee building inspector shall provide proof of at least twelve (12) hours of continuing education.

(b) Each certified installer shall provide proof of at least five (5) hours of continuing education prior to license renewal.

(c) Each electrical inspector shall provide proof of at least twelve (12) hours of continuing education prior to certification renewal.

(d) Each elevator contractor, elevator mechanic, and accessibility and residential elevator mechanic shall provide proof of at least eight (8) hours of continuing education prior to license renewal.

(e) Each fire sprinkler inspector may submit proof of a NICET certification in the testing of water-based systems to the department instead of completing the required annual number of continuing education hours.

(3) Building inspectors. Each certified building inspector's and trainee building inspector's continuing education course shall relate to general business and technical skills required of a certified inspector.

(4) Elevators. Each elevator contractor's, elevator mechanic's, and accessibility and residential elevator mechanic's continuing education course shall relate to one (1) or more of the following:

- (a) Business;
- (b) Job safety;
- (c) Kentucky codes related to elevators; or
- (d) Subject matter directly related to the elevator trade.

(5) Heating, Ventilation, and Air Conditioning. Each master HVAC licensee's and journeyman HVAC licensee's continuing education course shall relate to one (1) or more of the following:

- (a) Business;
- (b) Job safety;
- (c) Codes relating to HVAC; or
- (d) Subject matter directly relating to the HVAC trade.

(6) Plumbing. Each master plumber's and journeyman plumber's continuing education courses shall relate to one (1) or more of the following:

- (a) Business;
- (b) Job safety;
- (c) The Kentucky State Plumbing Code; or
- (d) Subject matter directly related to the plumbing trade.

(7) Electrical.

(a) Each master electrician's, electrician's, and electrical inspector's continuing education course shall relate to one (1) or more of the following:

- 1. Job safety;
- 2. Codes related to the electrical industry; or
- 3. Subject matter directly related to the electrical trade.

(b) Each electrical contractor's continuing education course shall relate to one (1) or more of the following:

- 1. Business; or
- 2. Job safety.

(8) Fire sprinkler inspectors. Each fire sprinkler inspector's continuing education course shall relate to one (1) or more of the following:

- (a) NFPA 25;
- (b) Kentucky Building Code Section 900; or
- (c) Job safety. (45 Ky.R. 874, 1529; eff. 1-4-2019.)