

# **SECTION 11**

## **State of Tennessee Reciprocity Agreements**

## Summary of Reciprocity Acknowledgments to Date April 2003

This is a summary of the verbal reciprocity acknowledgment between the following states Alabama, Kentucky, and Mississippi as understood by Tennessee.

Each state reserves their decision rights to determine if an applicant's credentials meet or exceed their respective state's certification qualifications.

### **I. In General**

1. The states have agreed to accept applicant's examination scores on the *3<sup>rd</sup> Party National Certification Exams for Lead-Based Paint Abatement Professionals*, provided that the data can be verified. Verification is conducted via phone to the respective state and written notification supplied by that State to the individual completing the examination.
  - Passing score = 70% correctly answered or greater on the 3<sup>rd</sup> Party National examination.
2. The states have agreed that training providers must provide notification in the respective state in which the course is being held.  
(Note: Check with the respective state to determine the exact course notification date.)
3. The states have agreed on the following conditions regarding "non-English" speaking lead abatement worker training courses:
  - Languages other than English can be used to teach the lead abatement worker course only. The lead abatement worker course is the only course that EPA has had translated to another language, which is Spanish.
  - Non-English speaking worker training courses should have separate approval from the English-speaking worker training courses. For example, a training provider must not assume that since it has acquired approval based on English materials and English-speaking instructors that they automatically received approval for a non-English version of the course. The reverse also holds true for the English-speaking lead worker course. States will make it clear that training course approval/accreditation is language specific.
4. The states have agreed to share audit information from State accredited training providers that appear on the state's respective approval list to determine training program compliance.
  - The participating states agree that no training course will be accepted for the purpose of conferring certification/accreditation to a training provider until that training course discipline has had a "desk-top" audit completed.

A “desk-top” audit consists of:

Review of content, to determine whether minimum content is covered.

1. Determination (through review of agenda) if minimum time requirements are met. A training hour = 50 minutes.  
8 hours of training = 400 minutes.

Review of instructor qualifications

1. Determination of whether the training provider has the minimum necessary resources (equipment, materials, facilities, etc.) to conduct the training course. Are materials current with state and federal regulations.
2. Determination of whether the training provider is capable of conducting the training course. (Are learning objectives clearly stated?)
3. End-of- course examination review to determine if exam items (questions) are related to the subject being conducted and accuracy of the information.

An “on-site” audit when conducted will consist of at least:

1. Audits will be conducted using the appropriate audit format developed in conjunction with the SELC group.
  2. Confirmation that curricula reviewed by “desk-top” is in fact used in training course.
  3. Check facilities, equipment – Sufficient space? Heating and air? Functioning hands-on equipment? Lighting, distractions, etc.?
  4. Instructor competence – Can the instructor actually teach? What teaching methods are used? Can instruction be improved? Does the instructor follow the written agenda and/or inform the class when changes are necessary? Does the instructor stress the learning objectives in a timely manner?
  5. Hands-on assessment – Hands-on must be evaluated in the form of skills demonstration by the student, and the criteria must be defined in terms of performance criteria.
  6. Hands-on consists of 8 hours (400 minutes).
- End-of Course Examinations administrated by a state approved training provider must meet the following minimum requirements for the information to be shared.
    1. All disciplines must correctly answer 70% of the end-of-course exam.
    2. Minimum of 25 questions on worker initial course end-of-course exam.

3. Minimum of 50 questions on all other disciplines initial course end-of-course exam.
4. Minimum of 25 questions on any refresher course end-of-course exam.

(Note: Check with respective state for a clear determination on number of end-of-course exam questions.)

5. The states agree that principal instructors and guest instructors must successfully complete at least sixteen (16) hours of any EPA-accredited or EPA-authorized State or Tribal-accredited lead-specific training course for which they plan to provide instructions.

The principal and/or guest instructor must meet the following requirements:

1. At least two (2) years of experience, education, or training in teaching Workers or adults; or
2. A bachelor's or graduate degree in building construction technology; engineering, industrial hygiene, safety, public health, education, business administration or program management or a related field; or
3. Two years of experience in managing a training program specializing in environmental hazards; and
4. Demonstrated experience, education, or training in the construction industry including lead or asbestos abatement, painting, carpentry, renovation, remodeling, occupational safety and health, or industrial hygiene.