

CONTINUING EDUCATION CREDIT (CEC) PROGRAM

- A. **PURPOSE:** The program seeks to encourage registrants to actively participate in their industry; through convention, with continuing education, and by sharing knowledge with others in the cleaning service industry.
- B. **FIELD OF STUDY:** Because of the different levels of certification, the program is divided into three fields of study: inspectors, cleaning/restoration, and mold remediation.
1. **INSPECTORS:** Due to rapid changes in the floor covering manufacturing and related industries, IICRC certified inspectors must attain two (2) continuing education credits every two (2) years.
 2. **CLEANING/RESTORATION TECHNICIANS:** Also face changes in their field and requires two (2) credits every four (4) years.
 3. **MASTER DESIGNATIONS:** Those registrants achieving the advanced designations of Master Textile Cleaner, Master Fire & Smoke Restorer or Master Water Restorer will be required to attain two (2) credits every two (2) years.

Failure to meet continuing education credit requirements will result in suspension of that particular status until the requirement is met and all current course requirements are met.

- C. **CATEGORIES IN WHICH CECS MAY BE EARNED:** A CEC approved for multiple categories can only be applied to one. Continuing education credits may be earned in one or more of the following categories:
1. **SCHOOLS:** CECS will be earned at the rate of one (1) per seven (7) hours of classroom instruction, one-half (1/2) credit may be earned for half-day workshops or technical meetings held by shareholder associations or pre-qualified meetings as determined by the Registrant Standard Committee or Executive Director (3 ½ hour minimum instruction). All courses qualifying for CEC credits must be pre-approved by the Executive Administrator or the chairperson of the Registrant Standards Committee.
 - a. **INSPECTORS:** (Two year requirement – 2 CECS) Requirement is the same if carpet “or” hard surface inspector. Attending or re-attending any pre-approved course or workshop for:
 - (1) Any IICRC certification course – up to a maximum of 2 CECS
 - (2) Inspector Update – 2 CECS
 - (3) Related technical college courses – maximum of 2 CECS
 - (4) Approved management courses – maximum of 2 CECS
 - b. **CLEANING/RESTORATION TECHNICIAN:** (Four year requirement) Attending or re-attending one or more of the following IICRC approved schools or workshops:
 - (1) Any IICRC certification course – up to a maximum of 2 CECS
 - (2) Related technical college courses – maximum of 2 CECS
 - (3) Approved management courses – maximum of 2 CECS
 - c. **MASTER STATUS:** (Two year requirement) Approved CEC event not applied elsewhere will qualify for this requirement.
 2. **NATIONAL/REGIONAL CONVENTIONS AND MARKETS:**
 - a. **CONVENTIONS:** IICRC registrants who attend shareholder association-sponsored conventions will qualify for CECS. The maximum allowable CECS will be two; or one per day based on the appropriateness of the subjects covered at the convention.
 - b. **FLOORING INDUSTRY CONVENTIONS OR TRADESHOWS:** Full registration with workshop attendance at a flooring industry related convention or tradeshow will qualify for one (1) CEC.

3. **OTHER IICRC-APPROVED PROGRAMS:**

Additional programs or workshops already have been qualified and are on file at headquarters and listed at www.thecleantrust.org. These programs have been evaluated by the Executive Administrator and the Registrant Standards Committee before qualifying for CECs. New, special programs and workshops by suppliers, associations, and schools are being reviewed on a regular basis.

4. **DISTANCE LEARNING:** This is a self-paced web-based learning program. Registrants can access this program via the Internet at www.thecleantrust.org. These programs are evaluated by the E-Media Distance Learning Committee.

- D. **NOTIFICATION:** Written notice of the need for CECs will be mailed to registrants one year in advance of certification expiration by IICRC office. The registrant is responsible for notifying IICRC of any change of employment or address.

- E. **VERIFICATION OF CECS:** Verification of convention attendance may be made by having the association appropriate official fill out the verification form or attendance roster and forward it to IICRC. Verification forms should be accompanied by lists of convention attendees and their companies for further confirmation.

Verification of CECs through approved schools can be accomplished within the existing framework of IICRC school administration with which approved instructors are familiar. The CEC application can be filled out by the individual, the instructor must sign, and the form may be submitted by the instructor along with materials already being forwarded to IICRC headquarters.

- * The CEC form should be copied and accompany you to any event you attend for CECs. You must not assume that forms will be available at the function. This is strictly your responsibility. Just have the event sponsor sign the application, complete your information and submit the form back to IICRC as soon as possible.
- * As new certifications are approved for inclusion as a requirement for an advanced designation by the Registrant Standards Committee, registrants currently holding that designation will have until their next renewal after 24 months to attain certification in that category. If they fail to do so, they will forfeit their advanced designation until such time that the required category has been attained by the tech. The new course requirement will be effective 90 days after the committee decision.

**IICRC RESERVES THE UNQUALIFIED RIGHT TO CHANGE AND REVISE THE POLICIES,
PROCEDURES AND REQUIREMENTS.**

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