

Appendix A

WISCONSIN MODEL ACCREDITATION PLAN
FOR LEAD ABATEMENT AND OTHER LEAD HAZARD
REDUCTION TRAINING

The Model Accreditation Plan (MAP) for Lead (Pb) Abatement and Lead Hazard Reduction Training consists of accreditation requirements for lead (Pb) worker training courses and lead (Pb) supervisor training courses and approval qualifications for training course instructors. The MAP has nine (9) parts:

- (1) Submission of application materials;
- (2) Instructor qualifications;
- (3) Topics for initial training;
- (4) Learning goals and objectives;
- (5) Examinations;
- (6) Refresher training courses;
- (7) Other qualifications;
- (8) Rescinding course accreditation or instructor approval; and
- (9) Reciprocity.

The MAP emphasizes hands-on guided practice for workers and supervisors that permits students to have actual experience performing tasks associated with lead hazard reduction activities while using non-hazardous substitute materials. To this end, training providers shall provide a sufficient quantity of equipment and materials to enable each student to perform hands-on learning activities.

Accreditation of a lead abatement and lead hazard reduction training course is based on evaluation of the training course materials and instruction manuals and the separate approval of instructors. The training provider needs approval of both course materials and instructors in order to conduct accredited training courses leading to the certification of lead (Pb) workers or supervisors.

I. Submission of application materials

In order to demonstrate compliance with this chapter, the training provider shall submit the following:

- A. A completed application form, including the training provider's name, address and phone number;
- B. A letter that clearly indicates how the course meets the MAP for:
 1. Length of training hours; and

2. The hands-on training and identification of equipment used, and the number of pieces of equipment.

C. An index of all the information and material submitted for accreditation to facilitate review for compliance;

D. The course curriculum indicating learning goals and objectives, duration of instruction and teaching styles to be used per session;

E. A copy of all course materials, including handouts;

F. A copy of the keyed examination and a detailed statement about the development of the examination;

G. The names and verifiable documentation of instructor and guest lecturer qualifications as outlined in s. HSS 163.22;

H. Copies or samples of all advertising materials published or to be published by the training provider to promote lead training courses;

I. A copy or sample of a training certificate issued or to be issued by the training provider to students who attend and pass the course and pass the examination. The certificate shall include a unique certificate number, the name of the student, discipline, dates of the course and expiration date; the name, address and telephone number of the training provider; and a statement that training complies with the MAP; and

J. A copy of the EPA or state approval letter if the course was previously approved by the EPA or a state.

II. Instructor qualifications

A. Training

A person seeking approval as an instructor of a lead (Pb) supervisor or (Pb) worker training course shall have successfully completed:

1. A teaching methods course which covers at a minimum the following topics: principles of adult learning, training course design, non-lecture instructional methods, use of audio-visual and other instructional resources, teaching methods, such as, instructional objectives, guided discovery and learning styles, and maintaining classroom control for a learning environment. The course shall consist of at least 16 hours of in-

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struction and shall include a practice teaching component involving critique and evaluation of the applicant's teaching skills. Any degree with an education emphasis which includes educational coursework that covers the topics required by this subdivision satisfies this requirement; and

2. A lead (Pb) supervisor training course conducted by an EPA-sponsored regional training center for lead training, a member of that region's consortium or a training provider whose lead (Pb) supervisor training course is accredited by the department or by a state whose model plan is at least as stringent as the Wisconsin MAP. The person seeking instructor approval shall pass the lead (Pb) supervisor examination.

B. Experience

A person seeking approval as an instructor of a lead (Pb) supervisor or worker training course shall be minimally qualified in the topics to be taught by having at least one year of experience in the 5 years preceding the effective date of this chapter in being directly responsible for tasks that are related to one or more of the following appropriate fields: lead hazard reduction activities, lead (Pb) health effects, lead (Pb) regulations, industrial hygiene activities involving lead, construction of homes or other buildings, painting, weatherization, rehabilitation or home improvement, lead (Pb) worker protection or abatement and management activities relating to other hazardous materials. One year teaching experience instructing adults in lead-related topics as part of a course or curriculum recognized by a federal or state governmental agency is also an acceptable qualification. The department shall evaluate qualifications in relation to the topic or topics that the applicant will teach.

C. Equivalent training and experience

The department may approve training and experience qualifications other than those in parts A and B if the department, following consideration and evaluation of them on a case-by-case basis, finds that they are substantially equivalent to the training and experience qualifications in parts A and B.

III. Topics for initial training

A. Lead (Pb) Workers.

All persons seeking certification as lead (Pb) workers shall complete a minimum of 24 hours of training. The course shall include lectures, demonstrations and a minimum of 10 hours of hands-on practice, a course review and a written examination. The training course shall adequately address the following topics:

1. *Background information on lead.* Identification of lead-based paint (LBP) and coatings, exposure measurements, examples and discussion of the uses of lead in buildings, such as in pipes, petroleum products and sol-

der, locations of lead-based paint in buildings, sources of environmental lead contamination, such as paint, surface dust and soil, water, air and food, and association of deteriorated LBP and elevated blood lead levels and the need for objective testing.

2. *Health effects of lead exposure.* The nature of lead-related diseases, including the definition of lead poisoning in terms of symptoms and diagnosis.

3. *Worker protection.* Material Safety Data Sheets (MSDS) organization, respiratory protection program, basic lead (Pb) engineering controls, and personal protective equipment uses and limitations.

4. *Personal protective equipment.* Respiratory protection, respiratory equipment selection, air-purifying respirators, care and cleaning of respirators, filter use, respiratory program, protective clothing and equipment, hygiene practices and hands-on practice using personal protective equipment.

5. *Lead hazard reduction methods.* The federal and state statutory and regulatory requirements concerning lead-based paint abatement methods, soil and exterior dust abatement methods, engineering and work practices, cleaning methods, interior dust abatement methods and clean up, waste disposal and hands-on practice for lead hazard reduction work practices.

B. Lead (Pb) Supervisors.

All persons seeking certification as lead (Pb) supervisors shall complete a minimum of 32 hours of training. The course shall include lectures, demonstrations and a minimum of 10 hours of hands-on practice, a course review and written examination. The training course shall adequately address the following topics:

1. *Background information on lead.* Identification of lead-based paint (LBP) and coatings, exposure measurements, examples and discussion of the uses of lead in buildings, such as in pipes, petroleum products and solder, locations of lead-based paint in buildings, sources of environmental lead contamination, such as paint, surface dust and soil, water, air and food association of deteriorated LBP and elevated blood lead levels and the need for objective testing.

2. *Health effects of lead exposure.* The nature of lead-related diseases, including the definition of lead poisoning in terms of symptoms and diagnosis.

3. *Employee information and training.* Training requirements under the U.S. Department of Housing and Urban Development (HUD), 29 CFR 1910.1200 and 1910.1025, OSHA's Hazard Communication Standard, 29 CFR 1926.69, and any pertinent state government and local government requirements for training employees.

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4. *Regulatory review.* An overview of the following: (a) *Federal regulations:* 29 CFR 1926.62 with Appendices A, B and C, Lead Exposure in Construction Interim Final Rule, Consumer Product Safety Commission Act of 1977 and Residential Lead-Based Paint Hazard Reduction Act of 1992 (Title X of the Housing and Community Development Act of 1992); (b) *State regulations:* applicable sections of Wisconsin statutes s. ch. 161 (Prevention of Lead Poisoning and Lead Exposure), s. 704.07 (landlord and tenant, repairs; untenability) and ch. 709 (Disclosures by Owners of Residential Real Estate); applicable sections of Wisconsin Administrative Codes ch. HSS 163 (certification for lead hazard reduction work and accreditation of lead training courses), ss. ILHR 32.15 and 32.50 (safety and health standards for public employees), ch. ATCP 110 (Home Improvement Trade Practices), ch. NR 500 (General Solid Waste Management), ch. NR 502 (Solid Waste Storage, Transportation, etc.), ch. NR 506 (Landfill Operational Criteria), s. NR 600.03 (95) (household waste defined), s. NR 605.08 (toxicity testing defined), s. NR 610.07 (very small quantity generators), s. NR 615.06 (large quantity generator standards) and ch. NR 620 (Transporter Standards and Licensing Requirements); (c) *Federal guidelines:* Lead-Based Paint Interim Guidelines for Hazard Identification and Abatement in Public and Indian Housing (HUD, Sept 1990), A Statement by the Centers for Disease Control, 'Preventing Lead Poisoning in Young Children', (U.S. Department of Health and Human Services, Oct 1991), applicable EPA standards for lead abatement and lead hazard reduction activities; and (d) *Local ordinances:* s. 66-20, Subch. 2, Milwaukee ordinance (Toxic and Hazardous Substances, Lead Poisoning Prevention and Control), and other applicable local ordinances.

5. *Personal protective equipment.* Respiratory protection, respiratory equipment selection, air-purifying respirators, care and cleaning of respirators, filter use, respiratory program, protective clothing and equipment, hygiene practices, hands-on practice in use of personal protective equipment.

6. *Lead hazard reduction methods.* Lead-based paint abatement methods, soil and exterior dust abatement methods, engineering and work practices, cleaning methods, interior dust abatement methods and clean up, waste disposal, hands-on practice in lead reduction work practices and advantages and disadvantages of each lead hazard reduction activity.

7. *Construction terminology.* Overview of the following: windows, siding and eaves, doors, stairways and porches.

8. *Hazard recognition and control.* Site characterization, exposure measurements, material identification, program implementation, safety and health care plan, medical

surveillance and engineering and work practices.

9. *Project management.* Overview of abatement process, supervisory techniques, community relations, contract specifications, project recordkeeping and review of HUD guidelines.

10. *Legal and insurance issues.* An overview of contract liability, standard of reasonable care, property damage and personal injury, tort liability, vicarious liability, types of lead abatement insurance and workers' compensation insurance.

IV. Learning goals and objectives

The department may issue learning goals and objectives that shall be met by lead (Pb) training courses. Teaching to goals and objectives is one evaluation method used by the department to decide whether or not to accredit a training course and to approve an instructor.

V. Examinations

A. Approval and administration

The department shall approve examinations administered by a training provider.

B. Content

An examination shall reflect the learning goals and objectives of the training course in content or job dimension, weighing or ranking these in importance, and the appropriate difficulty level. The examination key shall be provided to the department.

C. Passing score

The minimum passing score on an examination is 70% of the total number of multiple-choice questions.

VI. Refresher training courses

A refresher training course for recertification shall be at a minimum 6 hours in length. The refresher course shall be specific to each classification. For each classification, the refresher course shall review and discuss changes in federal and state regulations, developments in the state-of-the-art procedures and review of key aspects of the initial training course as approved by the department. After completing the refresher course, persons shall be eligible to have their certification extended an additional year. The department may require persons to pass a recertification examination at specific intervals.

VII. Other qualifications

In addition to training and an examination, the department may require whatever qualifications and experience that the department considers appropriate for certification in a classification.

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VIII. Rescinding course accreditation or instructor approval

Grounds for rescinding the approval of an instructor or a guest lecturer or the accreditation of a training course are found in s. HSS 163.26. The process for appealing that action is found in s. HSS 163.05.

IX. Reciprocity

Requirements for reciprocal acceptance of training certificates issued by states other than Wisconsin are found in s. HSS 163.12.