

REQUIREMENTS AND PROCEDURES FOR THE APPROVAL OF RECERTIFICATION TRAINING AND ASSIGNMENT OF CERTIFICATION UNITS (CCUs)

Structural pest control licensees and certified applicators are certified for a period of five years. At the end of that five year period, a licensee or certified applicator may become recertified for another five year period by completing the requirements outlined in 02 NCAC 34 .0309(a) of the rules and regulations. This Rule enumerates the required number of CCUs that a licensee or certified applicator must obtain within the five-year period as well as when the credits must be earned.

Training agencies that want seminars or workshops approved for recertification credit must submit the course for review through the online portal and include separate attachments containing a detailed course outline and trainer biography.

Once submitted to the Division via the portal, the course is reviewed by the Structural Ag Program Specialist(s). Specific topics are reviewed to ensure they comply with FIFRA standards for certification of pesticide applicators. Subject matter acceptable under these standards is limited to:

- Label & Labeling Comprehension
- Safety
- Environment
- Pests
- Pesticides
- Pesticide Equipment
- Application Techniques
- NC Laws & Regulations

Courses may be approved for the fiscal year (July 1 to June 30) or on a one-time basis. For courses approved for the fiscal year, the provider must apply each year if the course is to continue to be approved. Applications should be submitted to the Division annually, before June 30. Courses, which are a renewal of a previous course, are assigned the same Course ID numbers as the previous course. An individual may not receive CCUs for the same course twice within one five-year recertification period. In other words, additional credit will not be given to an individual attending the same course more than once in a five-year period. In situations where credit is requested for a particular course, but no dates or locations have been scheduled for the training, the Division may require that the training agency provide a 30-day notice to the Division prior to holding the training session. The Division reserves the right to monitor any training for which CCUs have been assigned or requested.

Continuing Certification Units (CCUs) are assigned in the P-phase, W-phase, F-phase and General depending upon the training subject matter. One CCU is roughly equivalent to one hour of qualifying training.

After reviewing the course, the Division Structural Ag Program Specialist(s) will assign CCUs for the course along with an ID number for that particular course, if approved. Applicants will receive notification via email if their course is approved or rejected; rejected courses will have a rejection reason within the notification email. Attendance rosters for approved courses are submitted to the Division for review through the portal. Licensees and certified applicators attending the course must provide their License Type & File Number (from their green NCDA&CS credential card) in order to receive credit. By submitting the attendance rosters, the training provider is certifying that the individuals actually attended the training.

All training sessions that have been assigned CCUs are subject to review by the Structural Pest Control Committee.