



## CONSTRUCTION CONTRACTORS BOARD

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[www.oregon.gov/CCB](http://www.oregon.gov/CCB)



## Home Inspector Continuing Education Update

*This document contains information for the certified home inspector continuing education requirements and approved schools. Future updates of approved schools are available at [www.oregon.gov/CCB](http://www.oregon.gov/CCB) or by calling 503-378-4621.*

### How many CEUs (continuing education units) are required to renew my home inspector certification?

You must complete 30 CEUs in the 24 months prior to your certification expiration date.

### How can I earn the 30 CEUs?

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There are three ways to earn CEUs:

1. You may complete classes in approved and relevant subject areas from approved schools. Go to the end of this document for the current list of approved schools. One CEU is granted for each clock hour of instruction.
2. You may accompany a plumbing, electrical or heating/air conditioning contractor who is licensed with the Oregon Building Codes Division on a repair or maintenance job that lasts a minimum of four hours. One CEU is granted in each of the three areas for a maximum of three CEUs per two-year renewal period.
3. You may serve as an officer for an Oregon or a national home inspector professional trade association. One CEU is granted for each year completed serving as an officer.

### Can CEU's be earned from online courses?

Yes.

### What are the approved subject areas?

- Home inspection, report writing, communication skills, business practices, legal issues, ethics, building codes, Construction Contractors Board home inspector test study guide items, and standards of practice. You can view and download the study guide and standards online.
- Classes in approved subjects must be relevant to the work a home inspector does. For example, mold and WDO are approved subject areas (because they are in the study guide). The following classes would be accepted by the Construction Contractors Board because they are also relevant to what a home inspector does (based on the Standards of Practice): Conditions Conducive to Mold, and Identifying Common Wood Destroying Organisms. However, the following classes would not be approved because they are not relevant to the work of a home inspector based on the standard of practice: Testing for Mold and Pesticide Applications. *No pesticide classes are ever approved for CCB CEUs because the standards do not require home inspectors to apply pesticides.*

## What should I send the CCB for proof of completed CEU's?

When you receive your certification renewal notice, you will need to complete the certification renewal form and submit copies of your course completion certificates. Detailed instructions are included with the renewal form.

### Acceptable documentation -

**SEE PAGE 3 (BELOW)**

- If you took college courses: Send a copy of the college transcript (official or unofficial) with the appropriate course(s) highlighted. The document should indicate the name of the school, course title, name of the home inspector, passing grade, number of credit hours, and when the course was completed.
- If you attended other kinds of courses/workshops/seminars: Send a copy of the school/organization's completion certificate. The certificate should contain the name of the school/organization; specific class title (not "July workshop", "Bend seminar", etc.); name of the home inspector; date the class was completed; and actual hours of the class or the number of CEU's granted by the school. Also acceptable is a letter on school/organization letterhead with the same information.
- If you accompanied a licensed BCD plumbing, electrical or heating/air conditioning contractor on repair or maintenance jobs: Please submit the "Repair Ride-Along" form that includes the BCD contractor's name and signature, BCD license number, date of repair ride-along, type of repair or maintenance and length of job.
- If you served as an officer of an Oregon or national home inspector professional trade association: A copy of a letter from the association that states the office held and dates served (month/year to month/year). The letter must be on the association's letterhead and signed by another officer.

NOTE: Please submit *copies* of certificates, transcripts and letters as original documents will not be returned to you.

### If you do not document at least 30 CEUs:

- Your certification will expire.
- The CCB may assess civil penalties against the CCB licensed business of up to \$5,000 for each home inspection performed while the inspector is not certified.

## Home Inspector Continuing Education Schools, Agencies, Associations

### Colleges and Universities

<b>Colleges accredited by their state's Dept. of Education</b>	<p>Any courses in approved subject areas (see page 1).</p> <ul style="list-style-type: none"> <li>All community college credit courses (quarter or semester) or CEU credit courses in approved subject areas</li> <li>All four-year college credit courses (quarter or semester) or CEU credit courses in approved subject areas</li> </ul>	<ul style="list-style-type: none"> <li>All college Business Development Center (or similar training centers that may have different names) courses in approved subject areas. These are usually one-day or weekend courses. Call your local community college, college or Business Development Center for course listings.</li> </ul>
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<b>Government agencies and associations</b>	<p>Any courses in approved subject areas (see page 1).</p> <ul style="list-style-type: none"> <li>Tri-County Service Center, Building Codes Division, Portland, OR, 503-872-6731, bob.e.brown@state.or.us, <a href="http://www.cbs.state.or.us/external/bcd/tricounty/index.htm">http://www.cbs.state.or.us/external/bcd/tricounty/index.htm</a></li> </ul>	<ul style="list-style-type: none"> <li>Oregon Building Officials Association, 503-873-1157, <a href="mailto:oboa@teleport.com">oboa@teleport.com</a>, <a href="http://www.oboanonline.org">www.oboanonline.org</a>.</li> </ul> <p>Other building codes offices and government agencies also offer classes—this is not a complete list.</p>
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<b>Oregon and national home inspector associations</b>	<p>Any courses in approved subject areas (see page 1)</p> <ul style="list-style-type: none"> <li>American Institute of Inspectors (All), Lower Lake, CA, 1-800-877-4770 <a href="http://www.inspection.org">www.inspection.org</a>.</li> <li>American Society of Home Inspectors (ASHI), DesPlaines, IL, 1-847-759-2829, <a href="mailto:ahiq@ashi.com">ahiq@ashi.com</a></li> <li>Central Oregon Association of Home Inspectors (COAHI), <a href="http://www.oregoninspectors.com">www.oregoninspectors.com</a></li> <li>International Association of Certified Home Inspectors (InterNACHI), Boulder, CO, 303-502-6214, <a href="http://www.nachi.org">www.nachi.org</a>, <a href="mailto:fastreply@nachi.org">fastreply@nachi.org</a></li> <li>Mid-Oregon Chapter of American Institute of Inspectors, <a href="http://www.ahiq.com">www.ahiq.com</a>, 541-998-2372, <a href="http://www.ahiq.com">www.ahiq.com</a></li> <li>National Association of Home Inspectors (NAHI), Minneapolis, MN, 1-800-448-3942, <a href="http://www.nahi.org">www.nahi.org</a></li> <li>Northwest Home Inspectors Association (NHIA), Happy Valley, OR 503-807-8199, <a href="mailto:comcast.inspections@comcast.net">comcast.inspections@comcast.net</a></li> </ul>	<p style="text-align: center;"><b>Approved associations</b></p> <ul style="list-style-type: none"> <li>Northwest Oregon Certified Home Inspectors Assoc. (NWOCHI), a chapter of All, Portland, 360-574-5600, <a href="http://www.nwhomeinspections.com">www.nwhomeinspections.com</a>, <a href="mailto:dbarker@comcast.net">dbarker@comcast.net</a></li> <li>Oregon Assoc. of Home Inspectors-ASHI (OAHI-ASHI), Portland, OR, 503-233-2225, <a href="http://www.oahi.org">www.oahi.org</a></li> <li>Oregon Pest Control Assoc. (OPCA), Portland, OR, 503-287-1796, <a href="mailto:opca@opca.org">opca@opca.org</a></li> <li>Oregon Real Estate Inspectors Assoc. (OREIA), Portland, OR, 503-640-2607, <a href="http://www.oreia.net">www.oreia.net</a></li> <li>Southern Oregon Certified Home Inspectors (SOCHI), a chapter of All, 541-273-6440.</li> </ul>
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