

**IOWA DEPARTMENT OF PUBLIC HEALTH
BUREAU OF HEALTH ENGINEERING**

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Guide for the Preparation of Application for Credentialing
Individuals as Radon Mitigation Specialists

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1. Introduction

1.1 Purpose of Guide

The following document is established to help individuals in applying for “Radon Mitigation Specialist” under Chapter 44, “Minimum Requirements for Radon Mitigation.”

2. Contents of an Application

Under 641-44.3 (136B) General Provisions—A person must individually qualify under a certain set of conditions in order for the application to be acceptable. An application must show positive proof the applicant meets all of the credentialing requirements. All of the following must be included:

2.1 Birthdate

44/3 (2) “a”-The applicant’s birth date must be indicated by filling in the spaces for the birth date on the front page of the application form. An individual must be at least 18 years of age to obtain credentialing.

2.2 Experience and Education

44.3 (2) “b”-The applicant must provide relevant information about his/her professional work experience. This information must be contained in a descriptive resume along with as much supporting documentation as necessary. The applicant must provide proof he/she has three years of building construction or contractual experience and the application must include the amount of time spent in a particular building. If the applicant wishes to substitute post-secondary education information for two of the three years of professional work experience, a college transcript with curriculum in architecture, engineering, building construction, or the physical sciences must be included with the resume. A resume under this option indicating the individual’s education and construction background must include in detail the amount of time spent in a particular building construction trade.

2.3 Examination

44.3 (2) “c”-The applicant must submit documented evidence that he/she has successfully passed the Environmental Protection Agency’s (EPA) Radon Contractor Proficiency Program (RCPP) examination. They should also submit documentation to show they will abide by the mitigation protocols of the EPA’s RCPP.

2.4 Worker Protection Plan

44.3 (3) “a”-Applicants must design a mitigation worker protection plan which addresses the following:

- 1) Radiation exposure to workers must be kept as low as is reasonably achievable (ALARA). This can be accomplished by individuals wearing respiratory protection; diluting indoor air with outdoor air; by either passive or active ventilation of the working area. Active ventilation should provide a constant reduction of the indoor radon concentration and is considered to be the most appropriate method of reducing the radon concentration in the work area.
- 2) Radon levels should be monitored by performing radon concentration measurements of the working area, before and during mitigation. This can be accomplished with the use of a continuous radon monitor and the workers wearing alpha-track detectors while performing mitigation, etc. A log for the amount of time spent and the location and date in a particular radon concentration should be recorded for each individual. Alpha-track detectors must, at a minimum, be sent in for analysis once each quarter, and a report for each individual's exposure must be kept on a quarterly basis.
- 3) Procedures to establish wearing properly fitted respirators should be documented. Pre-mitigation radon measurements which indicate a potential radon decay product level above one working level should be recorded and the individuals working in the area should be instructed to wear a fitted respirator. If an individual cannot wear a fitted respirator and a radon concentration measurement indicates levels above 100pCi/L are possible, that individual should not be allowed to work in the mitigation area.

2.5 Quality Assurance Plan

44.3 (3) “b”-Applicants should submit a quality assurance plan for performing mitigation installations that addresses the following:

- 1) All diagnostic tests performed on a building before mitigation must be spelled out to include what type of test (s) will be performed and what the purpose is for performing the test (s). Types of tests performed may include indoor ambient radon measurements, radon entry point measurements, sub-slab communication measurements, blower door tests, etc. Diagnostic test performed must include the name (s) of the individual (s) performing the tests. Each test should be described in detail along with the manufacturer's name and model number for any equipment used. If the equipment used in performing diagnostic test(s) has a required calibration frequency issued by the manufacturer, the calibration frequency for the equipment must be documented in the application.

- 2) A complete description of the most commonly used mitigation materials and mitigation strategies offered must be documented in the application. The mitigation materials used must include manufacturer(s), name(s), and model number (s) for each strategy offered. If an uncommon mitigation strategy is occasionally performed, a detailed description of this strategy and the materials used must also be documented in the application.
- 3) If any other related services such as pre- and post-mitigation radon measurements, soil radon measurements, water radon measurements, or other types of mitigation and measurement services are offered within your place of business or occupation, a list of those services must be fully documented in the application.

3. Purpose of the Application and Fee

3.1 Initial Credentialing

If an individual is applying for initial credentialing he/she must indicate it by placing an X in the box next to Initial Credentialing. The individual must also submit a check in the amount of \$175 for an Iowa resident and \$250 for a nonresident.

3.2 Renewing Credentials

If an individual is applying for a renewal of his/her credentialing the individual must indicate it by placing an X in the box next to Renewal. The individual must also submit a check according to the number of systems installed, which cost greater than \$200, during the renewal period times \$40. **Note:** If the number of mitigations which cost greater than \$200 is less than four, the amount submitted must be \$150.

When an individual is renewing his/her application the individual must include the front page of the application along with any changes in the supporting documentation and a notarized statement indicating the number of mitigation systems installed over \$200 for the renewal period. Application forms must be signed and dated any time an individual is applying for initial credentialing or is renewing their credentials.