



Iowa Plumbing & Mechanical Systems Board

Application for Continuing Education Instructor Approval

This application must be submitted to the Plumbing & Mechanical Systems Board in order to become a Board approved CEU instructor.

Iowa Department of Public Health
 Plumbing & Mechanical Systems Board
 321 E 12th Street
 Des Moines, IA 50319

* Required fields

Instructor Information:

* Name:		
* Address One:		
Address Two:		
* City:	* State:	* Zip Code:
* Telephone:	Email Address:	

Business or Institution Information (if Applicable):

Please list the name of business or institution you will be instructing for or identify "self-employed".

Name:		
Address One:		
Address Two:		
City:	State	Zip Code:
Telephone:	Email Address:	

Course Contents:

Mark all categories you are seeking to provide instruction in.

- Safety Hours (Ex: Iowa Occupational Safety & Health Act, First Aid, CPR, AED Training cards)
- State of Iowa plumbing code update
- State of Iowa mechanical code update
- Discipline
 - Plumbing
 - HVAC
 - Refrigeration
 - Hydronics

INSTRUCTOR QUALIFICATIONS:

An individual is deemed qualified to instruct continuing education programs/activities, if the individual meets all of the following criteria:

- a. Is board approved to instruct continuing education programs/activities in one or more of the educational content areas set forth in paragraphs 30.2(2)(a) and (b) (i.e., prescribed practice discipline, plumbing and/or mechanical codes, or the Iowa Occupational Safety and Health Act); and
- b. Demonstrates appropriate competency to instruct continuing education programs/activities by meeting one or both of the following:
 - 1. If seeking approval to instruct in the content areas of the plumbing and/or mechanical codes or the Iowa Occupational Safety and Health Act, the individual must possess specialized education or training relevant to the subject matter; or
 - 2. If seeking approval to instruct in the content area of a prescribed practice discipline, the individual must possess specialized education, training, or experience relevant to the subject matter.

Instructor experience may be verified by letters of verification from educational institutions, state, city, or county entities requiring such instruction, or other groups directly associated with updating knowledge of the applicable subject matter. List any other experience which qualifies you as an instructor for the course contents. Other recognized expertise in the plumbing, HVAC, hydronic, and/or refrigeration industry(ies) may be approved by the board.

ATTACH COPIES OF THE FOLLOWING:

- 1. Trade License Held
- 2. Teaching Degree
- 3. Other Qualifying Documentation

(NOTE: Additional documentation may be attached to this application)

* Printed Name of Applicant	
_____	_____
* Signature of Applicant	* Date:

For Office Use Only <input type="checkbox"/> Approved <input type="checkbox"/> Denied	Reviewed By:	Date Reviewed:
	Instructor Number:	Processed by:
Notes:		