

4761.2380 REQUIRED TRAINING COURSE PERSONNEL; DUTIES.

Subpart 1. **General requirements.** This part applies to all training courses for which the commissioner issues permits and the personnel who conduct training to qualify trainees for licensure under parts 4761.2240 to 4761.2320.

Subp. 2. **Training manager.** A training course provider must designate a training manager who has experience, education, or training in the construction industry, including regulated lead work, asbestos-related work, asbestos management activities, painting, carpentry, renovation, remodeling, occupational safety and health, or industrial hygiene, and one of the following:

- A. at least two years of experience, education, or training in teaching adults;
- B. a bachelor's or graduate degree in building construction technology, engineering, industrial hygiene, safety, public health, education, business administration, program management, or a related field; or
- C. at least two years of experience in managing a training program in environmental hazards.

Subp. 3. **Training manager duties.** A training manager is responsible for ensuring that:

- A. each training course is presented in the manner described in the application for which a permit was granted;
- B. a quality control plan is developed and implemented for each training course. The plan is to maintain and improve the quality of the course by revising materials to include:
 - (1) amendments to relevant law or to other government documents used in the course; and
 - (2) advances in technology that affect lead measurement or lead hazard reduction;
- C. the competency, performance, and effectiveness of principal instructors are reviewed annually;
- D. properly identified Department of Health staff is allowed to audit the course, including the testing and evaluation of trainees;
- E. training in the use of an x-ray fluorescence analyzer complies with chapter 4730; and
- F. a notice is submitted to the commissioner of any change in the course curriculum or course materials required under part 4761.2370, subpart 2, item A, subitem (3). The commissioner shall provide the notice form. The notice form and copies of the

changed materials must be received by the commissioner at least 30 calendar days before the training course is conducted.

Subp. 4. **Principal instructor.** A training course provider must designate a principal instructor for each training course. The principal instructor must:

A. have experience, education, or training in teaching adults, including using methods of evaluation to continually monitor the participants' progress;

B. successfully complete a Minnesota-permitted training course or any other lead-based paint activities training course approved by the EPA or by an EPA-authorized state or tribal program:

(1) for lead supervisors, if instructing courses for lead workers, lead supervisors, or lead project designers; or

(2) for lead risk assessors, if instructing courses for lead inspectors or lead risk assessors;

C. have experience, education, or training in lead or asbestos abatement, painting, carpentry, renovation, remodeling, occupational safety and health, or industrial hygiene; and

D. apply the methods of evaluation described in item A.

Subp. 5. **Principal instructor duties.** The principal instructor is responsible for the organization of the course and the oversight of the teaching of all course materials. The principal instructor must:

A. be responsible for supervising the other instructors for the course;

B. ensure that each trainee is in attendance for the full duration of the course; and

C. ensure that the course examination and hands-on skills evaluation accurately reflect a trainee's understanding of the course material.

Subp. 6. **Other training course instructors.** The commissioner shall approve all other instructors as part of any permit issued for the training course if the instructors:

A. have experience, education, or training in teaching adults, including using methods of evaluation to continually monitor the participants' progress;

B. have experience, education, or training in lead or asbestos abatement, painting, carpentry, renovation, remodeling, occupational safety and health, or industrial hygiene; and

C. apply the methods of evaluation described in item A.

Statutory Authority: *MS s 144.9508*

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