

## PACE (Pesticide Contact Hours/Credits) Clarification

March 2009

### Clarification: Training Programs That Are Approved For All Categories

When any training program is approved or defined as applicable for all categories, you can apply the credit to any one category or license type of choice but not to multiple categories or license types.

Training designated applicable for several categories on any approved attendance form will indicate that the training is state approved, for example, Code 41-General Pest Control **OR** Code 43- Termite **OR** Code 33-Custom Ag meaning you can only apply the credit to one of the three (3) categories listed on the form.

### Clarification: Incomplete PACE Applications

PACE Applications will be returned if any section or part is not completed which may cause delays in the review and approval process ultimately delaying the sponsor or provider receiving the approved state attendance certificate form.

### Update: PACE Application Submission Time Period

Although the regulations state continuing education providers must notify the Department seven (7) days in advance of offering contact hours, location(s) and contact person, **the PACE program is strongly encouraging you to submit at least 21 days in advance to have time for proper review, recordkeeping, and mailing back the approved paperwork. This is especially important if providers or sponsors expect to advertise the meeting as approved.**

### Clarification: Condition of Approval of all PACE Programs

Continuing education providers/sponsors including UMass extension programs should understand that as a condition of approval, Department personnel are permitted to attend all or part of the training without notification or fees.

### Clarification: In House Training

In house training must not as the regulations stipulate employee's orientation or in-service presentations concerning standard operating procedures specific to the employing agency shall not be accepted for continuing education purposes. **More importantly, they must be open to the public.** All approved training is listed on our webpage. If individuals are turned away, the in-house training will be denied for current and future credits.

### Update: Dinner Meeting or Training Taking Place In A Restaurant

Training that is part of a dinner meeting type venue or performed in restaurants must take place prior to food and beverage services in order to be considered for approval of credits. Violation of this update may be grounds for denial of all future training programs in these venues.

### **Clarification: Non-Traditional Training Stand Alone Subject Matter**

Training that focus only on additives, biostimulents, nutrient enhancements, soil sampling, or non-chemical methods or equipment will not be approved for credits applicable to those who legally use pesticides. These can be applicable for credit if offered within the context of a comprehensive IPM presentation.

### **Clarification: Electronic Monitoring of Attendance**

While the Department approves of select electronic training programs for continuing education purposes, it has not entered into nor does it maintain any agreements with any parties that provide for electronic submission of contact hours for recertification purposes. **Pesticide applicators must maintain a hard copy record (DAR approved certificate, letter, etc.) as proof of having completed the electronic training program.** Those individuals, who participated in programs that used a system to electronically scan participant's identification badges, may provide the program organizers with electronic tools to track attendance and/or issue documentation; such as, continuing education documentation, but that system is not linked or tied into the Department's recertification/licensure revalidation program. The Department continues to maintain its policy that recertification/revalidation of pesticide credentials is done through the submission of original certificates in hard-copy format for all contact hours accrued during the recertification period.

### **Update: Audits**

Applicators whose 3-year cycle is reached in 2009 will be sent their first Audit Attestation Letters in late May or first week of June. This letter includes their name, credential and lists the number of contact hours that the applicator is required submit. This attestation letters must be signed and dated by the applicator and returned to the **Department with original training/certification letters showing the contact hours earned.**