

MASSACHUSETTS BOARD OF REGISTRATION OF HOME INSPECTORS

**GUIDELINES REGARDING THE USE OF
DISTANCE/ONLINE/CORRESPONDENCE TOOLS FOR CONTINUING
EDUCATION**

Adopted September 29, 2021

Due to continuing public health considerations due to Covid-19, the Board of Registration of Home Inspectors (“Board”) has voted to adopt the following guidelines for use by its approved continuing education providers in moving education to a distance/online/correspondence platform to ensure minimal disruption to students. These guidelines do not apply to pre-licensure education (education used to obtain a license).

Per this policy, continuing education providers may use distance/online/correspondence platforms for the provision of continuing education so long as the following conditions are met:

1. The continuing educational provider and curriculum is currently Board approved and in good standing.
2. For distance/online education using a “live” format, staff may issue approvals to courses so long as they adhere to the following:
 - a. The platform utilized for distance/online education must be live and interactive; and
 - b. The instructor maintains an attendance roster which includes verifying 100% classroom attendance by, for example, taking attendance at various established times during the course;
3. For purposes of non-live online and correspondence programs, all materials to be utilized must be sent to the Board office and are subject to approval by the Board. Providers should note these types of courses are less favored and may be denied in favor of live courses.
4. The educational provider has sent an electronic communication to the Board via email at homeinspectorsboard@mass.gov describing the platform utilized for distance/online/correspondence continuing education and verifying all other conditions of this policy have been met.

Absent special Board action, this policy and any approval associated with it shall expire on May 31, 2022. This policy amends the previous Guidelines Regarding the Use of Distance/Online/Correspondence Tools for Continuing Education During the State of Emergency which the Board adopted on August 5, 2020.