

WASHINGTON STATE DEPARTMENT OF LICENSING

Washington Home Inspector Board

*Meeting Packet
September 8, 2016
Wenatchee, Washington*



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STATE OF WASHINGTON
DEPARTMENT OF LICENSING
PO Box 9021 Olympia, Washington 98507-9021
**HOME INSPECTOR ADVISORY LICENSING BOARD
REGULAR MEETING AGENDA**

DATE: September 8, 2016

TIME: 9:00 AM until completion of business

PLACE: Port of Chelan County – CTC
285 Technology Center Way Suite 102
Wenatchee, WA 98801

CONTACT PERSON: Ryan Grimes
(360)664-6623
Rgrimes@dol.wa.gov

ORDER OF AGENDA: OPEN SESSION(S)

1. Call To Order Darrel Marsolais, Chair/Board Member
 - a. Attendance
 - b. Approval of Agenda
 - c. Approval of Minutes – June 2, 2016 Regular Board Meeting
2. Introduce New Board Members and support staff- Darrell Marsolais
 - a. Kevin Ratliff - Vancouver
 - b. Don Hester – Wenatchee
 - c. Ryan Grimes – Acting HI Program Manager
3. Update on current and future proposed rule changes (Colin Pippin-Timco)
4. Form changes (Lona Price)
 - a. Exam form changes are made and online
 - b. 1st license application are made and online
5. Report on results for field survey (Colin Pippin-Timco)
6. Update on Web changes (Colin Pippin-Timco)
7. Update on Ethics 308-408C-020 (9) (Bill Dutra)
8. Update on current information for Board Member Manuel (Lona Price)
9. Report on industry concerns regarding requirements of RCW 64.06 Real Property Transfer Disclosure Statement (Bill Dutra)
10. Committee & Board work Plan (Ryan Grimes)
 - a. Board work
 - b. What board work that needs staff present
 - c. Committee make up
 - d. Committee appointments
11. Energy Audits / possible legislation abandoned (Bill Dutra)
12. Other Business
13. Action Items
14. Adjourn

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STATE OF WASHINGTON
DEPARTMENT OF LICENSING
PO Box 9020 Olympia, Washington 98507-9020
**HOME INSPECTOR ADVISORY LICENSING BOARD
REGULAR MEETING MINUTES**

June 2, 2016
Embassy Suites Seattle North Lynnwood
St. Helens Room
20610 44th Ave W
Lynnwood, WA 98036

Attendance

Board Members: Paul Duffau, Chair; Charles Buell, Member; Darrell Marsolais, Member; Rob Jones, Member; Hugh Kelso, Member; Pat Knight, Member.

Staff: Terry Rodgers, Assistant Administrator, Real Estate Programs; Bill Dutra, Investigation & Audit Programs Manager, Real Estate Programs; Colin Pippin-Timco, Education Manager, Real Estate Programs.

Call to order

Chair Duffau called the meeting to order at 8:59 a.m.

Approval of agenda

Mr. Knight moved to approve the agenda. Mr. Jones seconded. The motion passed unanimously.

Approval of April 20, 2016 meeting minutes

Minutes for the April 20, 2016 meeting were reviewed. Mr. Buell moved to approve the minutes. Mr. Marsolais seconded. The motion passed unanimously.

Public comment

Seeing no public comment, the board continued through the agenda. Chair Duffau noted that there would be an opportunity at the end of the meeting for public comment.

Report from Rules and Standards Subcommittee meeting

Update on Examination Application Form

Staff presented an updated version of the Examination Application Form. Mr. Buell moved to approve of the updated version of the Examination Application Form with the following additional updates:

- The addition of a column on the field training grid for Supervising Inspector initials

- The addition of a column on the field training grid for Supervising Inspector license number
- The addition of language regarding the requirement that the applicant complete written reports for each inspection, WAC 308-408-010(6).
- The removal of language indicating supervising inspector qualifications, i.e. completed 250 inspections and two-years of experience.

Mr. Knight seconded. The motion passed unanimously.

Update on housekeeping for current rules

The Board reviewed proposed rules recently that were withdrawn on May 3, 2016. The Board took the following actions based on this review:

- Mr. Knight moved to request an Assistant Attorney General opinion regarding defining “active” in a professional association for purposes of board makeup (WAC 308-408-010(1)). Mr. Buell seconded. The motion passed unanimously.
- Mr. Marsolais moved to initiate a rule making process for updates to WAC 308-408-040(7) originally submitted as WSR 16-01-184. Mr. Jones seconded. The motion passed unanimously.
- Mr. Jones moved to initiate a rule making process for updates to WAC 308-408A originally submitted as WSR 16-01-184. Mr. Marsolais seconded. The motion passed unanimously.
- Mr. Kelso moved to initiate a rule making process for updates to WAC 308-408B-010, 040, and 130 originally submitted as WSR 16-04-184. Mr. Marsolais seconded. The motion passed unanimously.
- Mr. Buell moved initiate a rule making process to have the following language (underlined) added to WAC 304-408C-070: “An inspection of the structure will include the visible foundation; floor framing; roof framing and decking; other support and substructure/superstructure components; stairs; ventilation (when applicable); and exposed concrete slabs in attached garages, and habitable areas.” Mr. Jones seconded. The motion passed unanimously.
- Mr. Knight moved to forward WAC 308-408C-120, 130, 140, 150, 180, and 190 to the Changing Business Practices Subcommittee for review and recommendation of any changes. Mr. Jones seconded. The motion passed unanimously.
- Mr. Buell moved to initiate a rule making process for updates to WAC 308-408C-170 originally submitted as WSR 16-04-184. Mr. Knight seconded. The motion passed unanimously.

Report from Education Subcommittee meeting

Update on curriculum review

Mr. Pippin-Timco presented a memo detailing the scope of work of the contractor staff had selected to facilitate the Fundamentals of Home Inspection (Fundamentals) Curriculum review.

Update on rules relating to education providers and instructors

Staff presented draft rules relating to the authorization of education providers for board review. Mr. Marsolais moved to make the following changes to the draft rules before initiating a rule making process:

- Define credits consistently as “clock hours” throughout the rules
- Eliminate fifteen (15) minute per clock restriction for guest lecturers
- Create a definition for “symposium”

Mr. Jones seconded. The motion passed unanimously.

Report from Changing Business Practices Subcommittee meeting

Update on emerging industry trends to include in curriculum review

Staff noted that the Changing Business Practices Subcommittee would be a crucial resource during the Fundamentals Curriculum review.

Rules Changes

Members of the Changing Business Practices Subcommittee noted that the words and terms “Comment,” “Describe,” “Record,” and “Report” each had the exact same definition (WAC 308-408-010(2), (3), (12), and (13), respectively). The Changing Business Practices Subcommittee recommended that the Rules Committee address this redundancy.

Update on new Board member appointment

Staff reported that the Director of the Department of Licensing had appointed the following individuals to serve as member of the Board:

- Name: Donald Hester
Term: June 1, 2016-June 1, 2019
Location: Wenatchee
- Kevin Ratliff
Term; July 15, 2016-July 15, 2016
Location: Vancouver

Mr. Buell moved to appoint Mr. Hester as a member of the Changing Business Practices Subcommittee. Mr. Knight seconded. The motion passed unanimously.

Update on 2014 stats

Staff presented Home Inspector licensing and regulatory stats from 2014 and 2015.

Mr. Rodgers presented the Home Inspector Program budget history from the last two (2) and current biennium (2011-13, 2013-15, and 2015-17, respectively). Update on outreach

Mr. Pippin-Timco noted that the Home Inspector Program had sent a mass email to all licensed home inspectors with an email address on file encouraging that they sign up for the Program's listserv.

Other business

Mr. Buell nominated Mr. Marsolais to succeed Mr. Duffau as Chair, as Mr. Duffau's final term expires on July 14, 2016. Mr. Jones seconded the nomination. The vote was unanimous: Mr. Marsolais will succeed Mr. Duffau as chair.

Staff presented a recommendation that the Board review and update their bylaws and create an Executive Committee.

Board members asked that staff research the possibility of video-conferencing for subcommittee meetings.

Public Comment

Howard Maxfield, Plus One Inspection Services, requested that the Board make more frequent reminders about upcoming meetings.

Mike O'Handley, Your Inspector, encouraged the board to consider inspector liability when reviewing and updating rules.

Action Items

- Staff to make recommended changes to Examination Application Form and post to website
- Staff to request an Assistant Attorney General opinion regarding defining "active" in a professional association for purposes of board makeup (WAC 308-408-010(1))
- Staff to initiate recommended rule making processes
- Changing Business Practices Subcommittee to review WAC 308-408C-120, 130, 140, 150, 180, and 190 and recommend changes.
- Changing Business Practices Subcommittee to draft definition for "Open flame"
- Staff to make recommended changes and updates to draft rules relating to education providers and instructors
- Rules and Standards Subcommittee to address this redundancy of the definitions of the words and terms "Comment," "Describe," "Record," and "Report" (WAC 308-408-010(2), (3), (12), and (13), respectively)
- Staff to research and recommend possible changes to forms
- Staff to review and develop recommendations for updates to Board bylaws and create, to include the creation of an Executive Committee.

Staff to research possibility of video-conferencing for subcommittee meetings.

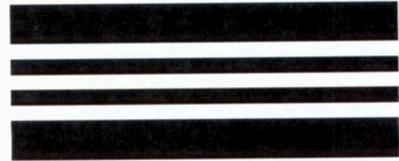
Adjourn

Mr. Knight moved to adjourn the meeting at 12:04 p.m. Mr. Jones seconded. The motion passed unanimously.

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Home Inspector Examination Application



You can use this form to apply to take the home inspector license exam. Send this completed form to:

**Home Inspectors
Department of Licensing
PO Box 9021
Olympia, WA 98507-9021**

Once approved, you will be notified with additional information explaining the examination process.

Please include the following documents:

- Home Inspector Examination Application
- Copy of the Certificate of Completion of a Washington State approved Fundamentals of Home Inspection course
- Completed Home Inspection Field Training log

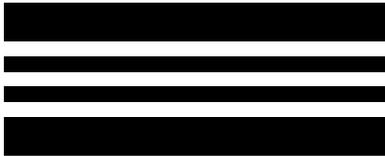
Applicant information

TYPE OR PRINT Legal name <i>(Last, First, Middle initial)</i>		Date of birth	
Mailing address <i>(Number, street, and suite or room number)</i>			
City		State	ZIP code
(Area code) Daytime telephone number	(Area code) Fax number	Email address	
Answer all of the following			
1. With the exception of motor vehicle violations, have you ever been convicted of a felony, or gross misdemeanor by this state, any other state, the federal government, or any other jurisdiction within the past ten years? <input type="checkbox"/> Yes <input type="checkbox"/> No			
<i>If Yes, you will be subjected to an investigation, and may be denied a license.</i>			
2. Is there a criminal complaint or accusation, or other information presently pending against you, or are you under indictment in this state, any other state, by the federal government, or by any other jurisdiction? <input type="checkbox"/> Yes <input type="checkbox"/> No			
3. Has any application for a professional or occupational license or permit made by you ever been denied, or has a license or permit issued to you ever been suspended, revoked, censured, or fined, in this state or any other jurisdiction? <input type="checkbox"/> Yes <input type="checkbox"/> No			
4. Have you ever had a civil court order, verdict, or judgment entered against you in any court of competent jurisdiction in which the subject matter involved business related activity? <input type="checkbox"/> Yes <input type="checkbox"/> No			
5. Are you currently required to register as a sex offender in this state or any other state? <input type="checkbox"/> Yes <input type="checkbox"/> No			
<i>If Yes, list state and county _____</i>			
If you answered "Yes" to any of these questions, attach a letter of explanation. Include the charge, date of conviction, civil judgment or order, county jurisdiction, state, and disposition of charges.			

WAC 308-408A-030



Home Inspector License Application



You can use this form to apply for a home inspector license. Send this completed form with a check or money order, payable to the Department of Licensing to: **Home Inspector Program, Department of Licensing, PO Box 3917, Seattle, WA 98124-3917**

Please check one:

- Original application – \$680
- Renewal application – \$375
- Late renewal application – \$435



27021-APPLICATIONS

First-time applicants must also include proof of successful completion of the home inspector examination.

Applicant information

TYPE OR PRINT Name (Last, First, Middle initial)		Social Security number required*	
Mailing address (Number, street, and suite or room number)			
City		State	ZIP code
(Area code) Daytime telephone number	(Area code) Fax number	Email	Date of birth (mm/dd/yyyy)

Answer the following

- With the exception of motor vehicle violations, have you ever been convicted of a felony, or gross misdemeanor by this state, any other state, the federal government, or any other jurisdiction within the past ten years? Yes No
If "Yes," you will be subjected to an investigation and may be denied a license.
- Is there a criminal complaint or accusation, or other information presently pending against you, or are you under indictment in this state, any other state, by the federal government, or by any other jurisdiction? Yes No
- Has any application for a professional or occupational license or permit made by you ever been denied, or has a license or permit issued to you ever been suspended, revoked, censured, or fined, in this state or any other jurisdiction? Yes No
- Have you ever had a civil court order, verdict, or judgment entered against you in any court or competent jurisdiction in which the subject matter involved any business related activity? Yes No
- Are you currently required to register as a sex offender in this state or any other state? Yes No
If "Yes," in what state and county? _____

If you answered "Yes" to any of these questions, attach a letter of explanation. Include the charge, date of conviction, civil judgment or order, county jurisdiction, state, and disposition of charges.

*All applicants are required by federal and state law to provide their Social Security number (SSN) for use in child support enforcement programs (42 U.S.C. 666(a)(13) and RCW 74.20A.320). It may also be used for education loan repayment programs and identification of records with similar names. Submission of your SSN is mandatory; failure to submit it will result in denial of your application.

Applicant certification

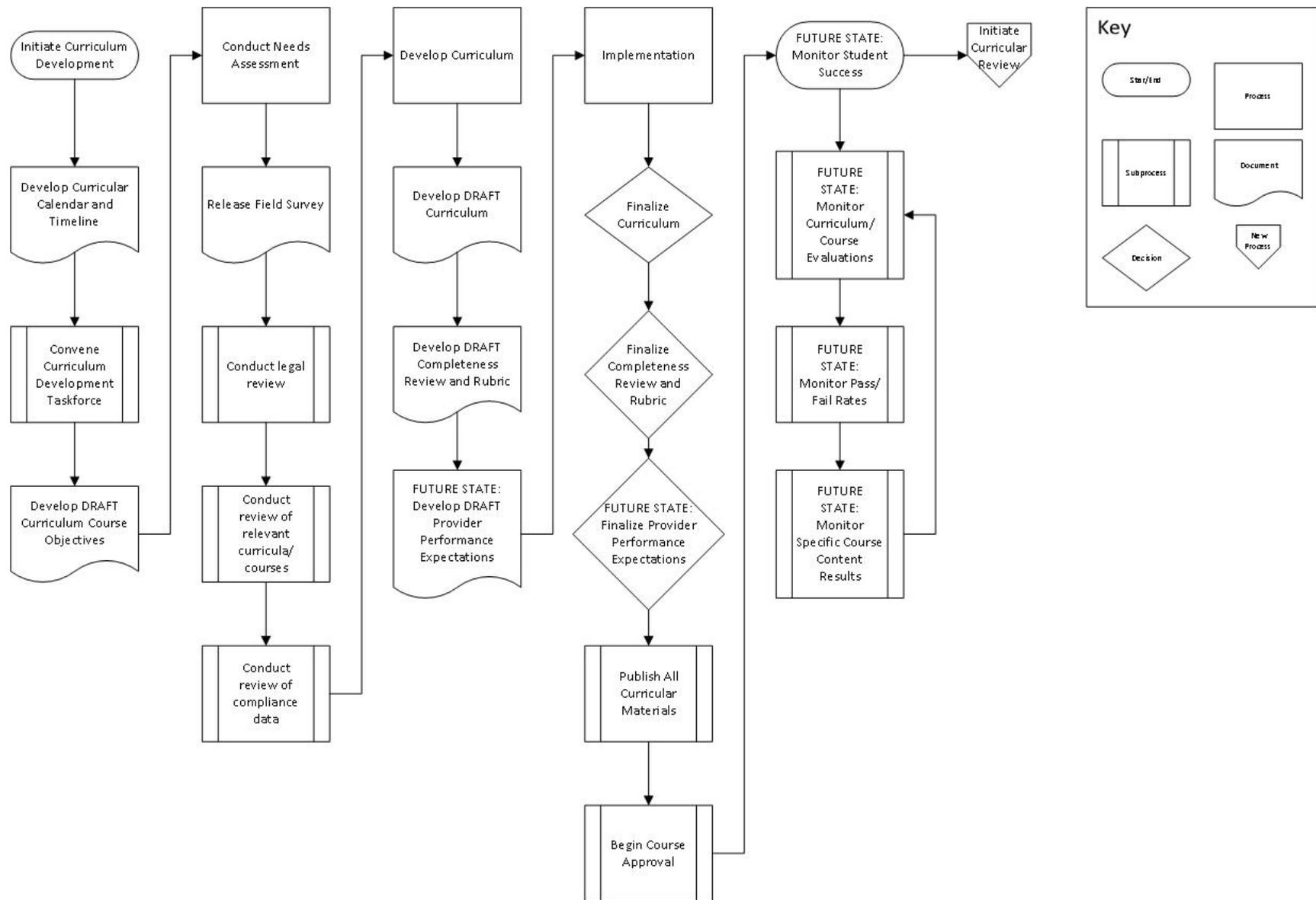
Providing false information in this application may be cause for the denial, suspension, or revocation of your home inspector license in the state of Washington. Failure to comply with any provision of the Home Inspector Act and any rule or regulation may result in suspension or revocation of your license.

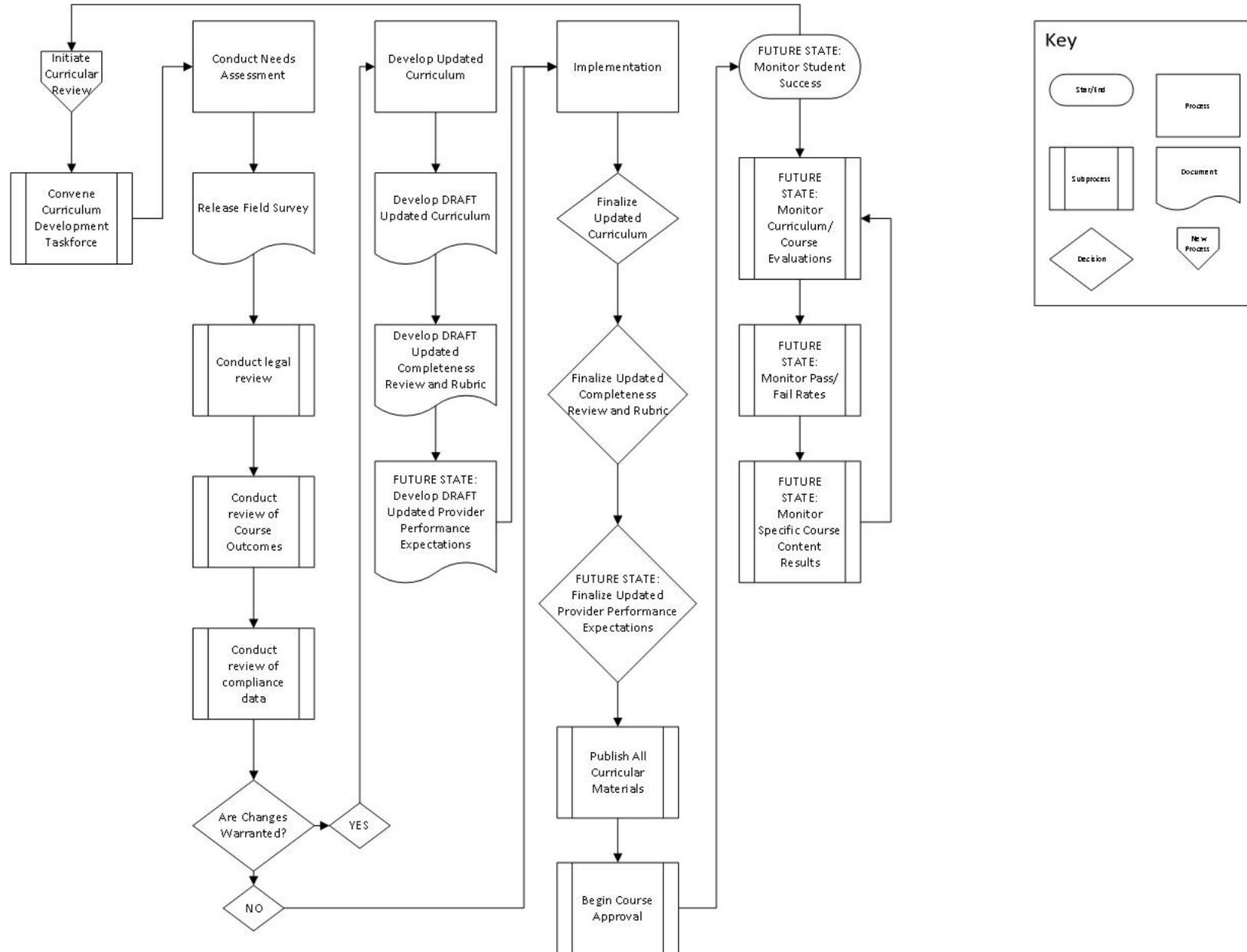
I certify under penalty of perjury under the laws of the state of Washington that the foregoing is true and correct.

_____ **X** _____
 Date and place Applicant signature

WASHINGTON STATE DEPARTMENT OF LICENSING
REAL ESTATE PROGRAMS
EDUCATION UNIT

CURRICULUM PROCESS MAP





Washington State Department of Licensing

**Fundamentals of Home Inspection
Course Curriculum**

Effective December 2008

Washington State Department of Licensing
Post Office Box 9015
Olympia, WA 98507-9015

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Table of Contents

Table of Contents	2
Introduction	3
Recommended Learning Levels	4
Educational Objectives for the Home Inspection Fundamentals Course	5
Required Topic Areas and Educational Objectives	6
Section A – Professional Practices	6
Section B – Technical Subjects	7
Section C – Other Subjects	12

Introduction

During the 2008 session, the Washington State Legislature passed ESSB 6006 requiring inexperienced individuals seeking a home inspector's license to complete 120-clock hour course in home inspection fundamentals and up to 40 hours of field training under the supervision of an experienced inspector. In addition to these requirements, inspectors seeking to renew their license in the future must complete 24 clock hours of continuing education every two years.

The Director of the Department of Licensing, with the guidance of the Washington Home Inspector Licensing Advisory Board, is charged with implementing this legislative mandate.

On the basis of extensive feedback and discussion with industry groups, the Department of Licensing and the Washington Home Inspector Licensing Advisory Licensing Board developed this curriculum as a guide for home inspection educators. While it's not necessarily to teach subjects in the sequence shown in this curriculum, every educator needs to make every effort to ensure that the courses taught meet the basic learning objectives required to ensure that inspectors are minimally competent.

Recommended Learning Levels

Not all subjects are as important as others. Not all subjects require the same level of learning. In developing the recommendations for a new fundamentals curriculum, the Department and Board also analyzed the recommended topics with respect to desirable learning levels.

Learning levels known as “Bloom’s Taxonomy” are described in the following paragraphs. The paragraphs are preceded by designations such as “B-1”. These designations will be used to identify the learning level recommended for a particular set of topics. A higher designation assumes that students have also achieved lower designated learning levels.

B-1 KNOWLEDGE. Knowledge is defined as the remembering of learned material. This may involve the recall of a wide range of material, from specific facts to complete theories, but all that is required is the remembering of the appropriate information. Examples: Know definitions of common terms, basic concepts, methods and procedures and principles.

B-2 COMPREHENSION. Comprehension is defined as the ability to grasp the meaning of material. These learning levels go one step beyond the simple remembering of material and represent the lowest level of understanding. Examples: Understand and interpret facts and principles.

B-3 APPLICATION. Application is defined as the ability to use learned material in new situations. Examples: Apply laws and theories to practical situations. Demonstrate correct usage of a method or procedure.

B-4 ANALYSIS. Analysis refers to the ability to study or determine the nature and relationship of the parts. Examples: Distinguish between fact and inference and evaluate the relevancy of data.

B-5 SYNTHESIS. Synthesis refers to the ability to put parts together to form a new whole. Learning outcomes in this area stress creative behaviors, with major emphasis on the formulation of new patterns or structures. Examples: Propose a plan for an experiment, integrate learning from the different areas into a plan for solving a complex problem.

B-6 EVALUATION. Evaluation refers to the ability to determine the significance or worth of something by careful study. Examples: Form a valid opinion through weighing of evidence.

Educational Objectives for the Home Inspection Fundamentals Course

The learning objectives of the Fundamentals of Home Inspection course are intended to make a person minimally competent to enter the home inspection profession. The course focuses on home inspection principles, terminology, laws and regulations.

Topics in this curriculum are taught at the B-1 knowledge and B2 comprehension levels; because it's difficult to attain higher learning levels with only 120 clock hours of classroom instruction and still cover all required topics.

After passing the licensing examination, licensees will still need to obtain additional education that applies theory to practice.

Required Topic Areas and Educational Objectives

Section A – Professional Practices – 12 hours

1.0 Washington State Laws and Rules

Upon completion of this section, the student should:

1. Know and understand the Washington State Standards of Practice (SOP) for home inspections.
2. Know and understand the Washington State Code of Ethics (COE) for home inspectors.

2.0 Business Practices

Upon completion of this section, the student should:

1. Understand the amount of basic education required under Washington State Law for an inspector to be capable of doing a competent inspection.
2. Understand what equipment is needed for an inspector to be capable of doing a competent inspection.
3. Understand the dangers related to conducting a home inspection.
4. Understand basic business marketing principles.
5. Understand the basic administrative and record keeping requirements to run a business.

3.0 Legal Issues

Upon completion of this section, the student should:

1. Understand how home inspections relate to the real estate transaction.
2. Understand the importance of a properly completed inspection contract.
3. Understand the limitations of a visual inspection versus a technically exhaustive inspection.
4. Understand what business records must be maintained under state law.
5. Understand how to deal with customer complaints most effectively.

4.0 Communication

Upon completion of this section, the student should:

1. Know the pre-inspection and inspection routines.
2. Know how to write a thorough home inspection report.
3. Understand the necessary interpersonal communication skills that all inspectors need.
4. Be able to demonstrate good communication skills.

Section B – Technical Subjects – 96 Hours

1.0 Structural Components

Upon completion of this section, the student should:

1. Know the various types of foundation systems and how they are installed.
2. Know the proper procedure to inspect foundations and framing components.
3. Know the difference between uniform settlement and tipping settlement.
4. Be able to recognize red flags that indicate problem foundations.
5. Know and be able to list the types of materials used in residential floor, wall, and roof framing systems.
6. Understand basic framing techniques and be able to recognize when visible framing has been done incorrectly.
7. Be able to explain structural deficiencies to the client using languagea communication method the client can understand.
8. Know when a structural issue is outside the scope of an inspector's depth of knowledge and when to refer it to an appropriate specialist.
9. Know how to properly describe structural components and record structural deficiencies in the written report.

2.0 Exteriors

Upon completion of this section, the student should:

1. Know the most common claddings systems and how they are properly installed.
2. Know when-how wood decks, balconies, stoops, stairs, porches and railings are properly built and correctly attached and flashed to a house.
3. Be able to identify various types of windows and doors, their materials, and when-how they are properly installed.
4. Be able to recognize when exterior components are in need to maintenance, damaged, or need to be replaced.
5. Be able to explain exterior deficiencies to the client using languagea communication method the client can understand.
6. Know which professional is most appropriate to refer a client to for correction of exterior defects.
7. Know how to properly describe exterior components and record exterior deficiencies in the written report.

3.0 Roofing

Upon completion of this section, the student should:

1. Know the ~~two~~ types of roofs and which roofing systems are appropriate for them.
2. Be able to recognize the various types of roof covers and know when they're appropriate and properly installed and flashed.
3. Be able to recognize when-how roofing appurtenances are appropriate for various types of roof covers and are properly installed.
4. Be able to recognize various types of flashing and coping systems and know when-how they're appropriate and properly installed.
5. Be able to recognize various types of guttering systems and know when-how they are appropriate and properly installed.

6. Know how to inspect roofing systems for deficiencies from the surface, ladders or the ground and be able to recognize when roofing components are in need of maintenance, are damaged, or need to be replaced.
7. Be able to explain roofing system deficiencies to the client using language-a communication method the client can understand.
8. Know which professional is most appropriate to refer a client to for correction of roofing defects.
9. Know how to properly describe roofing components and record exterior deficiencies in the written report.

4.0 Plumbing

Upon completion of this section, the student should:

1. Understand the basic configuration of residential water supply plumbing and distribution systems, fixtures and faucets, and drain/waste/vent plumbing-and vent systems.
2. Be able to recognize basic plumbing components and know how they should be installed, supported, and vented when necessary.
3. Understand the differences between various plumbing materials and the implications of those differences.
4. Know the different types of water heating systems; understand their components, function and basic operation; and know when they're properly installed.
5. Know the different types of fuel storage devices for water heating-systems and how they should be installed and vented when necessary.
- ~~6.~~ Be able to recognize and distinguish the difference between storm water sump pump systems and waste ejector pump systems and know how they should be installed ~~and vented when~~
6. ventilation is necessary.
7. Know how to recognize leaks around plumbing fixtures and pipe connections.
8. Be able to recognize when supply plumbing, waste plumbing, water heating, fuel system, sumps and pumps and waste ejector components are in need of maintenance, are damaged, or need to be replaced.
9. Be able to explain deficiencies of these systems to the client using language-a communication method the client can understand.
10. Know which professional is most appropriate to refer a client to for correction of plumbing defects.
11. Know how to properly describe plumbing system components and deficiencies of these systems in the written report.

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5.0 Electrical Systems

Upon completion of this section, the student should:

1. Understand the basic configuration of residential electrical systems
2. Be able to recognize basic electrical components and know when they should be used and how they should be installed.
3. Be able to safely remove the dead-front cover from a service entrance equipment panelboard/sub panels and inspect the interior components for deficiencies.
4. Understand the differences between various wiring methods, how they should be installed and when their use is appropriate.
5. Know how to test electrical receptacles for power, proper grounding and polarity with commonly used testing devices.
6. Be able to recognize improper installation and common deficiencies in other electrical components.

7. Be able to recognize solid strand aluminum branch circuitry and understand the implications and any applicable changes of its presence in a residential electrical system.
8. Understand how residential electrical systems are grounded and bonded.
9. Be able to explain electrical deficiencies to the client using languagea communication method the client can understand.
10. Know which professional is most appropriate to refer a client to for correction of electrical defects.
11. Know how to properly describe electrical system components and deficiencies of the electrical system in the written report.

6.0 Heating Systems

Upon completion of this section, the student should:

1. Understand the basic configuration of residential heating systems.
2. Be able to recognize basic heating system components and know how they should be installed.
3. Understand the differences between various types of heating systems and the implications of those differences.
4. Know how to inspect various furnaces, boilers, water heaters, heat pumps, electric central heating units, baseboard and in-wall electrical heaters, ducts, distribution plumbing, fixtures and visible hydronic heating pipe connections, including their various controls and plumbing and wiring connections.
5. Be able to recognize when heating system components are in need of maintenance, are damaged, or need to be replaced.
6. Be able to explain heating deficiencies to the client using languagea communication method the client can understand.
7. Know which professional is most appropriate to refer a client to for correction of heating system defects.
8. Know how to properly describe heating system components and deficiencies of the heating system in the written report.

7.0 Cooling Systems

Upon completion of this section, the student should:

1. Understand the basic configuration of residential cooling systems.
2. Be able to recognize basic cooling system components and know how they should be installed.
3. Understand the differences between various types of cooling systems and the implications of those differences.
4. Know how to inspect various types of cooling systems including their various controls and plumbing and wiring connections and measure temperature split when running.
5. Be able to recognize when cooling system components are in need of maintenance, are damaged, or need to be replaced.
6. Be able to explain cooling system deficiencies to the client using languagea communication method the client can understand.
7. Know which professional is most appropriate to refer a client to for correction of cooling system defects.
8. Know how to properly describe cooling system components and deficiencies of the cooling system in the written report.

8.0 Interiors

Upon completion of this section, the student should:

1. Understand the basic types of interior wall, floor and ceiling finishes and how they should be installed.
2. Know how to inspect interior doors, cabinets, countertops, and the interior of windows for defects.
3. Be able to recognize when interior components are in need of maintenance, are damaged, or need to be replaced.
4. Be able to explain interior deficiencies to the client using language a communication method the client can understand.
5. Know which professional is most appropriate to refer a client to for correction of interior defects.
6. Know how to properly describe interior components and any interior deficiencies in the written report.

9.0 Insulation & Ventilation

Upon completion of this section, the student should:

1. Understand the purpose of insulation and where it is used in residential dwellings.
2. Be able to recognize various types of insulation and know how it should be installed.
3. Understand the characteristics of various insulating materials and the implications of those differences.
4. Understand why attics and roof planes are ventilated and know when ventilation configurations are appropriate.
5. Be able to recognize when insulation is inadequate, damaged and need repair or needs to be replaced.
6. Know how interior ventilation devices and whole house ventilation devices that pass through the attic and roof plane are supposed to be installed and be able to recognize moisture issues caused by improper ventilation.
7. Know which professional is most appropriate to refer a client to for correction of insulation and ventilation defects.
8. Know how to properly describe insulation and ventilation components and any insulation and ventilation deficiencies in the written report.

Commented [PC(1): Ad
d language regarding
communication method.

10.0 Fireplaces and Solid Fuel Burning Appliances and Chimneys

Upon completion of this section, the student should:

1. Know the various types of fireplaces and solid fuel burning appliances and understand how they are supposed to function.
- ~~2.~~ Be able to inspect the condition and installation of wood-burning fireplaces and solid fuel burning appliances and test their damper operation, when applicable, without building a ~~fire in~~ the hearth.
3. Be able to inspect the condition and installation of gas-burning fireplaces and appliances and test them when pilot lights are functional.
4. Be able to inspect the condition and installation of gas log sets and their associated burners and plumbing components.
5. Be able to recognize various types of fireplace and stove exhaust ventilation devices and know when they are appropriate and installed correctly.
6. Be able to inspect visible portions of the top and bottom of chimney flues without the use of specialized equipment and when the top of the chimney can be safely reached ~~using a ladder~~.

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7. Be able to recognize when fireplace, stove or chimney components are in need of maintenance, are damaged and need repair or need to be replaced.
8. Be able to explain fireplace, stove or chimney deficiencies to the client using [languagea communication method](#) the client can understand.
9. Know which professional is most appropriate to refer a client to for correction of fireplace, stove and chimney defects.
10. Know how to properly describe fireplace, stove and chimney components and report deficiencies in the in the written report.

11.0 Site

Upon completion of this section, the student should:

1. Understand proper grading and site drainage practices and understand how improperly configured grading and drainage can negatively impact a structure and the flatwork around a structure.
2. Be able to recognize poor grading and drainage configurations.
3. Be able to inspect driveways, patios, walkways, the visible elements of in-ground drains and retaining walls for defects.
4. Be able to explain grading and site drainage deficiencies to the client using [languagea communication method](#) the client can understand.
5. Know which professional is most appropriate to refer a client to for correction of site grading and drainage issues.
6. Know how to properly describe site grading and drainage components and deficiencies in the written report.

12.0 Attached Garages & Carports

Upon completion of this section, the student should:

1. Understand how to inspect attached garages and carports.
2. Know how to properly inspect and test overhead garage doors and their automatic opening devices for proper installation and safe operation.
3. Understand the importance of fire-resistant walls, ceilings and doors between a garage and a house and be able to recognize when these are improperly installed or constructed.
4. Be able to recognize when overhead doors and their components are improperly installed, in need of maintenance, are damaged or need to be replaced.
5. Be able to explain deficiencies found in attached garages and carports to the client using [languagea communication method](#) the client can understand.
6. Know which professional is most appropriate to refer a client to for correction of deficiencies found in attached garages and carports.
7. Know how to properly describe components of attached garages and carports and report deficiencies of these systems/components in the written report

13.0 Wood Destroying Organisms [\(WDO\)](#) & [Pest-Conducive Conditions](#)

Upon completion of this section, the student should:

1. Understand the differences between a Structural Pest Inspector (SPI) and a home inspector under Washington State law.
2. Know the limitations of what a home inspector may or may not tell a client about wood rot, pest-conducive conditions and insect infestation/damage.

3. Know how to recognize ~~pest conducive conditions~~ Wood Destroying Organisms (WDO) and be able to tell a client how to best correct them.
4. Understand the basic mechanism of wood rot ~~fungi decay~~, be able to recognize commonly found wood rot ~~fungi decay~~ and be able to inspect for ~~evidence conducive conditions~~ of damage caused by wood rot ~~fungi decay in a~~ homes with minimal probing.
- 4.5. Know how to recognize when an issue might be insect related and when to refer the client to a licensed SPI for further evaluation and corrections as necessary.
- 5.6. Be able to explain fungal damage and pest conducive conditions to the client and make recommendations for correction using languagea communication method the client can understand.
- 6.7. Know how to properly report wood rot ~~fungi decay and conducive conditions~~ in the written report.

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Section C – Other Subjects – 12 hours

1.0 Alternate Construction Methods

Upon completion of this section, the student should:

1. Know the differences between conventionally built homes and modular and manufactured homes and understand inspection issues commonly encountered with modular and manufactured homes.
2. Understand what insulated concrete form (ICF) systems are and how to recognize and inspect them.
3. Understand the inspection issues unique to milled log versus hand-scribed log homes.
4. Understand structural insulated panel systems (SIPS) and their unique inspection issues.
5. Have a general understanding of other types of uncommon construction techniques.
6. Be able to explain deficiencies of these structures and components to the client using languagea communication method the client can understand.
7. Know how to properly describe these structures and components and report their deficiencies in the written report.

2.0 Environmental Conditions or Hazardous Materials

Upon completion of this section, the student should:

1. Have an understanding of what radon gas is, what the “hot” spots are in Washington State and how and when to report the presence of radon gas.
2. Understand the rules that apply to abandoned underground oil storage tanks (UST) under Washington State Law.
3. Understand ~~what mold is and~~ what factors contribute to the formation and spread of mold in residential construction.
4. Understand what asbestos is, the potential health implications of its presence in homes, what materials commonly contain asbestos fiber and what constitutes friable asbestos.
5. Know what lead is and what materials in a home commonly contain lead.
6. Have a general understanding of the hazards associated with exposure to other environmental conditions or hazardous materials, including but not limited to urea formaldehyde, electro-magnetic fields microwaves, etc.
7. Be able to intelligently answer the client’s questions about these issues or refer the client to an appropriate professional when the answers aren’t known.

3.0 Building Codes

Upon completion of this section, the student should:

1. Understand the difference between a municipal building inspector and a home inspector and understand the core competencies unique to each as well as their common core competencies.
- ~~2. Know where and how to determine which codes are being used in one's areas of operation.~~
- ~~3.2. Understand how to use resources to understand code requirements and look up code requirements in code publications.~~
- ~~4. Know what code violations are most commonly encountered by home inspectors.~~
- ~~5. Be able to explain possible code violations found to the client using language the client can understand.~~
- ~~6.3. Know how and when to refer the client to the Authority Having Jurisdiction (AHJ) to resolve potential code issues.~~

4.0 Product Quality and Safety Issues

Upon completion of this section, the student should:

1. Know how to investigate product safety concerns and look up manufacturer recalls on the Consumer Product Safety Commission (CPSC) website.
2. Be familiar with and able to recognize product quality and safety issues commonly encountered in this region.
 - ~~Defective composite roofs.~~
 - ~~Defective in wall forced air electric heaters.~~
 - ~~Defective polybutylene plumbing fittings.~~
 - ~~Other~~
- ~~3. Understand the differences between various plumbing materials and the implications of those differences.~~
- ~~4. Know how to recognize leaks around plumbing fixtures and pipe connections.~~
- ~~5. Be able to explain product quality and safety issues to the client using language the client can understand.~~
- ~~6.3. Know which professional is most appropriate to refer a client to for correction of product quality and safety issues.~~



STATE OF WASHINGTON
DEPARTMENT OF LICENSING
PO Box 9021 Olympia, Washington 98507-9021

Department of Commerce Energy Bill

WAC 308-408C-050

Contracts.

A pre inspection agreement is mandatory and as a minimum must contain or state:

- (1) Address of property.
- (2) Home inspector compensation.
- (3) General description of what the home inspector will and will not inspect. That description will include all items that the Washington state SOP requires to be inspected.
- (4) A statement that the inspection does not include investigation of mold, asbestos, lead paint, water, soil, air quality or other environmental issues unless agreed to in writing in the preinspection agreement.
- (5) The department will coordinate with the Washington State Department of Commerce, Energy Office, to maintain an information sheet posted to the Home Inspector web site. Every pre-inspection agreement or written home inspection report must include a copy or web link to this information. The inspector may include attach additional information or web link to energy efficiency that can include local information or contact phone numbers and websites that would be useful to homeowners.