

# Requirements for Becoming a Lead Abatement Supervisor

## Kansas Department of Health and Environment Lead Hazard Prevention Program

As Pursuant to Kansas Administrative Regulations effective September 13, 1999.

### What is a Lead Abatement Supervisor?

A lead abatement supervisor is a certified individual who supervises any measure or set of measures designed to permanently eliminate lead-based paint hazards in a residential dwelling or child-occupied facility. Lead abatement includes the removal of lead-based paint and lead-contaminated dust, the permanent enclosure or encapsulation of lead-based paint, the replacement of lead-painted surfaces or fixtures, and the removal or covering of lead-contaminated soil. A lead abatement supervisor also conducts lead abatement activities and prepares the occupant protection plans and abatement reports. Lead abatement supervisors need to be on-site during all work-site preparation and during post abatement cleanup of work areas.

### How do I apply to become a Lead Abatement Supervisor?

Within one year of successfully completing a KDHE or EPA accredited training program, submit a completed *Lead Occupation Initial/Renewal* form, along with a copy of your KDHE or EPA accredited lead abatement supervisor training course diplomas and any required refresher completion diplomas for the lead abatement supervisor occupation. You must also include: evidence documenting your training and experience that would fulfill the requirements of a lead abatement supervisor, and a debit/credit card or check/money order payment made payable to KDHE for the nonrefundable \$150 fee.

### Where can I get a *Lead Occupation Initial / Renewal* form?

Please contact us by one of the following methods:

Telephone: **1-866-865-3233** Fax: **785-559-4246** Email: [kdhe.lead@ks.gov](mailto:kdhe.lead@ks.gov)

You can also visit our website at [www.kshealthyhomes.org](http://www.kshealthyhomes.org)

### How much are the fees to become a lead abatement supervisor? \*

Initial fee.....	\$150
Recertification fee.....	\$75
Certification by Reciprocity fee.....	\$150
Third-party examination fee (required).....	\$50

**\*all fees are nonrefundable**

### What qualifications are required to become a lead abatement supervisor?

#### Experience qualifications- (must meet at least one of the following)

- At least one year of experience as a certified lead abatement worker certified by Kansas, EPA, or an EPA-approved state;
- At least two years of experience in asbestos abatement work as a construction manager or superintendent; or
- At least two years of experience as a manager for environmental hazard remediation projects.
- At least two years of experience as a supervisor in residential construction.

#### Training qualifications-

Each applicant for a certificate as a lead abatement supervisor shall complete a KDHE or EPA accredited lead abatement supervisor training course and pass the course examination and the third-party examination, each with a score of 80 % or higher.

### What are approved documents recognized by KDHE as evidence of meeting the work experience, and training requirements?

**Evidence of work experience** - Resumes, letters of reference, or documentation of work experience, which at a minimum shall include specific dates of employment, each employer's name, address, and telephone number, and specific job duties.

**Evidence of training** - Course completion diploma issued by a KDHE or EPA accredited training provider.

### What is the third-party exam?

The third-party exam is a state exam to test your knowledge and ability to perform the duties of a lead abatement supervisor in Kansas. You must complete a KDHE or EPA accredited lead abatement supervisor training course to take the third-party exam. A score of

80% or higher is required to successfully pass the exam. Each applicant is given 180 days following the notice of an approved application to complete the exam. The third-party exam is an online exam in which you can take wherever you feel comfortable. An applicant is given three chances to pass the third-party exam within the 180-day period. A \$50 examination payment is required each time the applicant takes the exam.

### **What if I don't pass the third-party exam?**

If the applicant fails to obtain a passing score within the 180-day period, they can take the third-party exam a maximum of three times within 180 calendar days of the notice of an approved application. They will be required to re-submit the \$50 examination payment prior to each attempt. If the applicant fails to obtain a passing score within the 180-day period, the application may result in KDHE's denial of the individual's application for a certificate. The individual may reapply to KDHE, but only after retaking a KDHE or EPA accredited lead abatement supervisor training course.

### **How do I apply for recertification?**

The certified individual applying for renewal shall complete the eight-hour KDHE or EPA accredited refresher course for lead abatement supervisors. Submit a completed application for renewal of certificate to KDHE at least 60 days before the certificate expiration date. A completed application includes the required supporting documentation and a nonrefundable recertification fee of \$75 which can be paid by debit/credit card or check/money order made payable to KDHE.

### **I am certified/licensed in another state; can I apply for certification by reciprocity?**

Yes, if the state you are certified/licensed in has a reciprocity agreement with KDHE. Check with your state agency or contact KDHE for updated state reciprocity agreements. You must follow all the procedures outlined for an individual applying for certification as a lead abatement supervisor. (See "How do I apply to become a Lead Abatement Supervisor?" above) Include a copy of an EPA approved state licensure/ certification certificate(s) for a lead abatement supervisor occupation in other states, proper documentation of meeting experience requirements, and debit/credit card or check/money order payment for the nonrefundable application fee of \$150.

### **How will I know if I was approved or denied certification?**

The applicant shall be informed by KDHE in writing that the application is approved, incomplete, or denied. An incomplete application notice will be accompanied by a list of necessary items and/or required information to complete the application. The applicant will have 30 days to correct omissions or the application will be denied. An approved application notice will indicate the date your 180- day period begins to pass the third-party exam. When an application for certification is denied, a written notice of denial to the applicant shall specify the reasons for the denial. If an applicant is wrongfully denied by a determination to deny certification, the applicant may appeal KDHE's denial to the administrative hearing commission as provided by the Kansas Administrative Procedure Act.

### **What happens after I pass the third-party exam?**

After the applicant passes the third-party examination, they will need to contact KDHE to advise them that they have successfully completed the exam. Once notified, a two-year KDHE lead abatement supervisor certificate and an approval letter will be mailed to the applicant.

### **What would cause my application to be denied?**

Certification may be denied by KDHE for any of the following reasons:

- Failure to meet minimum education or experience requirements
- Not having correct type or amount of training
- Providing false or misleading statements in the application
- Failure to achieve a passing score on the third-party exam after three attempts in the 180-day period
- Failure to submit a complete application

### **Contact Information:**

Telephone: 1-866-865-3233

Fax: 785-559-4246

Email: [kdhe.lead@ks.gov](mailto:kdhe.lead@ks.gov)

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