



Ohio Administrative Code

Rule 3701-32-16.3 Essential maintenance practices and lead-safe renovation training program requirements.

Effective: August 4, 2014

(A) An approved training program shall teach the work practice standards for conducting non-abatement as set forth in Chapter 3742. of the Revised Code and Chapter 3701-32 of the Administrative Code. The work practice standards shall be taught in the appropriate program to provide the trainees with the knowledge needed to perform the non-abatement. The hands-on training shall be conducted in such a manner that students gain practical experience in conducting non-abatement lead activities. An approved training program shall meet at least the following:

(1) The essential maintenance practices program shall not exceed six hours or 7.2 training hours. One and a half hours of the 7.2 training hours shall be designated as hands-on training;

(2) The lead-safe renovator training program shall not exceed six hours or 7.2 training hours. One and a half hours of the 7.2 training hours shall be designated as hands-on training;

(3) The instructor-to-student ratio for each program shall not exceed 1:25;

(4) For each program it offers, the training program shall conduct a program examination at the completion of the program;

(a) The program examination shall be developed in accordance with the program examination requirements of paragraph (A)(4)(b) of this rule. The program examination for the essential maintenance practices training program and the lead-safe renovation program shall each have a minimum of twenty-five multiple choice questions. The passing score for the essential maintenance practices training program examination and the lead-safe renovation training program examination shall be seventy-two per cent;

(b) The proportion of examination questions devoted to each major program topic shall be as follows:



- (i) For the essential maintenance practices program: twenty per cent on roles and responsibilities, health effects, federal, state and local regulations; eight per cent on visual examination; forty-eight per cent on worksite preparation and safe work practices; and twenty-four per cent on job site cleaning, waste disposal and clearance examinations; and
- (ii) For the lead-safe renovation program: twenty per cent on role and responsibilities, health effects, federal, state and local regulations; eight per cent on visual examination; eight per cent on project management; forty per cent on worksite preparation and safe work practices; and twenty-four per cent on job site cleaning, waste disposal and clearance examinations.
- (c) If a trainee does not pass the examination, that individual must repeat the program prior to retaking the examination;
- (d) The training program shall provide written proof of the successful completion of the essential maintenance practices program or lead-safe renovation program to each candidate within one week of grading the program examination; and
- (e) Each program examination shall be administered in a manner that ensures the following:
 - (i) No contents are revealed to any student prior to the examination;
 - (ii) The security of any written examination materials is ensured;
 - (iii) All students who pass the examination do so on their own merits;
 - (iv) No written material other than the examination materials can be viewed by any student during the examination; and
 - (v) A proctor is present for the duration of the examination.
- (B) An essential maintenance practices training program shall include instruction on the following:
 - (1) The role and responsibilities of persons performing essential maintenance practices;



- (2) Health effects on the human body including how lead enters and affects the body, symptoms of lead in the body and diagnosis, level of concern, and treatment;
- (3) Recognizing, controlling and managing potential lead standards;
- (4) Prohibited methods and unsafe work practices as set forth in section 3742.44 of the Revised Code;
- (5) Safe work practices and preventive treatments as set forth in section 3742.41 of the Revised Code;
- (6) Specialized cleaning methods used to control potentially lead-contaminated surfaces;
- (7) Resident notification and occupant protection measures;
- (8) Planning essential maintenance jobs, including selection of appropriate equipment and materials;
- (9) Personal hygiene practices and personal protective clothing;
- (10) Safe disposal of waste;
- (11) Covering potentially lead-contaminated soil;
- (12) Removal or cleaning of potentially lead-contaminated carpet;
- (13) Establishing an ongoing maintenance and monitoring program;
- (14) Clearance examinations;
- (15) Federal, state, and local regulations; and
- (16) Hands-on training and experience on the following:



(a) Site preparation/using the planning tool;

(b) Lead-safe work practices; and

(c) Clean-up and decontamination.

(C) A lead-safe renovator program training module may be added to an essential maintenance practices program to satisfy the requirements for the lead-safe renovation program set forth in paragraph (D) of this rule. The training module shall consist of at least 2.0 hours or 2.4 training hours and shall include instruction on the following:

(1) The role and responsibilities of a lead-safe renovator;

(2) Personal protective equipment including respiratory equipment selection, care and cleaning of respirators, respirator fit testing, and protective clothing;

(3) Legal liability and insurance issues; and

(4) Supervisory and business issues, including record keeping.

(D) A lead-safe renovator training program shall include instruction on the following:

(1) The role and responsibilities of a lead-safe renovator;

(2) Health effects on the human body including how lead enters and affects the body, symptoms of lead in the body and diagnosis, level of concern and treatment;

(3) Safe work practices including instruction on prohibited methods and unsafe work practices;

(4) Personal protective equipment including respiratory equipment selection, air purifying respirators, care and cleaning of respirators, respirator fit testing, and protective clothing;



- (5) Personal hygiene practices;
 - (6) Safe disposal of wastes;
 - (7) Specialized cleaning methods used to control potentially lead-contaminated surfaces;
 - (8) Clearance examinations;
 - (9) Legal liability and insurance issues;
 - (10) Supervisory and business issues, including record keeping;
 - (11) Federal, state and local regulations; and
 - (12) Hands-on training and experience on the following:
 - (a) Site preparation;
 - (b) Lead-safe work practices; and
 - (c) Clean-up and decontamination.
- (E) An essential maintenance practices program training module may be added to a lead-safe renovation program to satisfy the requirements for the essential maintenance practices program set forth in paragraph (C) of this rule. This training module shall consist of at least 2.0 hours or 2.4 training hours and shall include instruction on the following:
- (1) The roles and responsibilities of persons performing essential maintenance practices;
 - (2) Recognizing, controlling and managing potential lead hazards;
 - (3) Removal or cleaning of potentially lead-contaminated carpet;



- (4) Planning essential maintenance jobs, including selection of appropriate equipment and materials;
- (5) Resident notification and occupant protection measures;
- (6) Covering potentially lead-contaminated soil; and
- (7) Establishing an ongoing maintenance and monitoring program.