Lead-Related Construction Certification Application Forms and Instructions

California Department of Public Health, Childhood Lead Poisoning Prevention Branch

Lead Related Construction Unit

What kinds of certificates are available?

Five types of Lead-Related Construction Certificates are available to individuals who conduct lead-related construction (LRC) work in residential and/or public buildings:

- **Inspector/Assessor:** Required for those who evaluate where there are lead hazards in public and/or residential buildings.
- **Sampling Technician:** Required for those who take samples for analysis under the direction of a certified Inspector/Assessor.
- **Project Monitor:** Required for those who oversee LRC work to make sure that plans and specifications are followed, and who test to see if lead contamination occurred.
- **Supervisor:** Required for those who supervise LRC work and enforce the work practices that ensure worker safety.
- **Worker:** Required for those who perform LRC work under the direction of a Certified LRC Supervisor.

How Long Does Certification Take?

It may take up to 90 days to process certification applications, although it is normally about three weeks. The California Department of Public Health (CDPH) **cannot** expedite processing any applications.

- CDPH may take up to 30 days to review some applications for completeness. Applications for LRC Worker usually are processed more quickly than other applications.
- If items are missing from your application, CDPH will send your application back to you, along with a list of missing items. Your application should be resubmitted when it is complete.
- Once your application is complete, CDPH may take up to 60 days to verify the information in your application and grant or deny your certification.

How to Apply for Certification

To apply for certification you will need to:

- Be sure you meet training, experience and education requirements (see pages 2 and 3).
- If you are applying for Inspector/Assessor, Project Monitor or Supervisor, you must take and pass a Statewide certification examination before you apply. (Call CPS HR at 916-263-3624, option 5, or visit their website at http://www.cpshr.us/exams/CLPPCE/schedule.html for information or to register.)
- Complete an application (CDPH 8488, attached).
- Attach required documents and one 2" x 2" or larger passport style photograph, or a digital photograph submitted electronically. (See page 2 of the application.)
- Include the appropriate fee (nonrefundable) for each certificate you request. (You may submit a single check or money order to pay for several fees – CDPH cannot accept cash.) Make check or money order payable to "California Department of Public Health".
- Keep a copy of your completed application for your own records.
- Mail all your application materials together to:

  Childhood Lead Poisoning Prevention Branch
  850 Marina Bay Parkway
  Building P, Third Floor, Box C
  Richmond, CA 94804-6403

You may also hand-deliver your application, Monday through Friday, between 9:00 a.m. and 4:00 p.m. at the above address. Applicants wishing to hand deliver certification applications must call us a day in-advance because of security restrictions. Please note that a "government issued identity card" must be presented for entrance to our facility. All hand delivered renewals must be in a sealed envelope with the above address on the outside.

If you are submitting applications for several people, make sure each applicant signs an application form, and paper-clip each applicant's materials together.

If you have questions about the Lead Certification Exams see the attached information sheet titled:

The Lead Certification Exams: Answers to Frequently Asked Questions.

Or call 1-800-597-5323

(510-620-5694 outside California)

You can also visit our Web Site:
www.cdph.ca.gov/programs/CLPPB

Minimum Training, Education, Experience & Exam Requirements

You must meet the training, experience and education requirements listed below. If you are applying for a Supervisor, Inspector/Assessor, or Project Monitor certificate, you must also pass a Statewide Lead Certification Exam. For information about the examination call CPS HR at (916) 263-3624, option 5, or at: http://www.cpshr.us/exams/CLPPCE/schedule.html. Note that applicants who are Certified Industrial Hygienists have unique requirements.

Supervisor Certificate Requirements:

Training:

Either: Lead-Related Construction Supervision & Project Monitoring course (40 hours);

Or: Lead-Related Construction Work course (24 or 32 hours) and Lead-Related Construction Supplemental Supervision & Project Monitoring course (16 hours).

Experience:

Either: 1 year of experience as a certified lead worker;

Or: 2 years of experience in lead-related construction or a related field (such as asbestos, the building trades or environmental remediation) conducting health, occupational safety or environmental hazard control.

Note: A current and active contractor's license issued in your name by the California Contractors State License Board (CSLB) within the classifications A, ASB, B, C12, C15, C17, C21, C32, C33, C34, C35, C39, C4, C-3, C47, C61/D38, C61/D63 or HAZ may serve as the proof of experience for Supervisors.

Education: None.

Examination: ***Lead Supervisor Certification Exam*** (call CPS HR at (916) 263-3624, option 5).

Project Monitor Certificate Requirements:

Training:

Either: Lead-Related Construction Supervision & Project Monitoring course (40 hours);

Or: Lead-Related Construction Work course (24 or 32 hours) and Lead-Related Construction Supplemental Supervision & Project Monitoring course (16 hours);

Or: CIHs may take a Lead-Related Construction Certified Industrial Hygienist Course (24 hours).

Education & Experience:

Either: A **Bachelor's Degree** or higher in a biological, chemical, physical science or related field; and 1 year of experience in lead-related construction or a related field conducting, monitoring or designing projects in environmental health, occupational safety or environmental hazard reduction;

Or: An **Associate's Degree** or higher (or 20 semester / 30 quarter college units) in a biological, chemical, physical science or related field and 1 year of experience as a certified lead supervisor;

Or: An **Associate's Degree** or higher (or 20 semester / 30 quarter college units) in a biological, chemical, physical science or related field and 2 years of experience in lead-related construction or a related field conducting, monitoring or designing projects in environmental health, occupational safety or environmental hazard reduction;

Or: A **High School Diploma** or its equivalent and 2 years of experience as a certified lead supervisor;

Or: A **High School Diploma** or its equivalent and 3 years of experience in lead-related construction or a related field conducting, monitoring or designing projects in environmental health, occupational safety or environmental hazard reduction.

Or: **Certified Industrial Hygienists** – American Board of Industrial Hygiene certificate.

Examination: ***Lead Project Monitor Certification Exam*** (call CPS HR at (916) 263-3624, option 5).

Inspector / Assessor Certificate Requirements:

Training:	Lead-Related Construction Inspection / Assessment course (40 hours)
Or:	Certified Industrial Hygienists may take a Lead-Related Construction Certified Industrial Hygienist Course (24 hours).
Education & Experience:	
Either:	A **Bachelor's Degree** or higher in a biological, chemical, physical science or related field; and 1 year of experience in lead-related construction or a related field: a) conducting environmental inspections and assessing environmental health, occupational safety or environmental hazards; or b) designing projects in environmental health, occupational safety or environmental hazard reduction;
Or:	An **Associate's Degree** or higher (or 20 semester / 30 quarter college units) in a biological, chemical, physical science or related field and 2 years of experience in lead-related construction or a related field either conducting environmental inspections and assessing environmental health, occupational safety or environmental hazards or designing projects in environmental health, occupational safety or environmental hazard reduction;
Or:	A **High School Diploma** or its equivalent and 3 years of experience in lead-related construction or a related field: a) conducting environmental inspections and assessing environmental health, occupational safety or environmental hazards; or b) designing projects in environmental health, occupational safety or environmental hazard reduction.
Or:	**Certified Industrial Hygienists** – American Board of Industrial Hygiene certificate.
Examination:	***Lead Inspector/Assessor Certification Exam*** (call CPS HR at (916) 263-3624, option 5).

Sampling Technician Certificate Requirements:

Training:	Lead-Related Construction Sampling Technician course (8 hours)
Education:	None
Experience:	None
Examination:	None

Worker Certificate Requirements:

Training:	Lead-Related Construction Work course (can be either a 24 or a 32 hour course).
Experience:	None
Education:	None
Examination:	None

How Long Ago Was Your Training?

If it has been **more than 1 year** since you completed your CDPH-approved training, you must take 7-hours of CDPH-approved Continuing Education before applying for certification.

If your CDPH-approved **initial** training is **more than three (3) years old**, you must take the full initial course over again before applying for certification.

How Was Your Training?

CDPH is interested in hearing what you thought of your lead training and continuing education. If you have comments, good or bad, about a CDPH-approved training provider or course, write to us or call:

Childhood Lead Poisoning Prevention Branch
850 Marina Bay Parkway
Building P, Third Floor, Box C
Richmond, CA 94804-6403

1-800-597-5323

Calculating Your Experience

Do the following calculation for each of your employers then add together the results (Box D) of all your experience calculations. The grand total of all your employment experiences must **equal or exceed** the experience requirements shown on pages 2 and 3.

		Sample Information		Your Information
1. Count the number of months that you worked for an employer. ---------- ‰	A	120.0 months	A	
2. Estimate the percentage of time you did activities for that employer that make you eligible for certification. ------ ‰	B	0.4 (40%)	B	
	x		x	
3. Multiply Box A by Box B. Write the result in Box C. ---------- ‰	C	48.0 months	C	
	÷	12.0	÷	12.0
4. Divide Box C by 12 to calculate your experience in years. Write the result in Box D. ---------- ‰	D =	4.0 years	D =	

What Your Application Should Include

Certificate Requested	Items to Include in Your Application	Optional Form
Inspector / Assessor ... Project Monitor	Application Form (DHS 8488); Course Completion Form (DHS 8493); Proof of Experience Form (DHS 8539) or ABIH Certificate; School Transcripts or Diploma College or High School copy; photos; Check or Money Order	Authorization to Release Personal Information (DHS 8540)
Supervisor	Application Form (DHS 8488); Course Completion Form (DHS 8493); Proof of Experience Form (DHS 8539) or CLSB License; photos; Check or Money Order	Authorization to Release Personal Information (DHS 8540)
Sampling Technician Worker	Application Form (DHS 8488); Course Completion Form (DHS 8493); photos; Check or Money Order	Authorization to Release Personal Information (DHS 8540)

Supervisor Applicants:

If you are applying for **only** a Supervisor certificate and you have a current and active contractor's license issued in your name by the California Contractors State License Board (CSLB) within the classifications A, ASB, B, C12, C15, C17, C21, C32, C33, C34, C35, C39, C4, C-3, C47, C61/D38, C61/D63 or HAZ you may submit a copy of your Contractor's license in place of a Proof of Experience form.

Certified Industrial Hygienists:

If you are a Certified Industrial Hygienist applying for Lead Inspector/Assessor and/or Lead Project Monitor Certification, and you took a CDPH-approved lead-related construction Course for Certified Industrial Hygienists, you may submit a copy of your American Board of Industrial Hygiene certificate (or its equivalent) in place of both the Proof of Experience form and your college diploma.

Application for Lead Certification

(Not for Renewal Applications)

Instructions: Type or print all information clearly. Complete both sides of this form. Enclose the required fees, photographs and documentation of your training, experience and education, if applicable. **Note: your name, certification number, and expiration date will be added to the list of CDPH-certified individuals on the CLPPB (www.cdph.ca.gov/programs/CLPPB) website.**

1. Applicant Information:

Name: _____
Last First Middle Initial

Home Address: _____
Street Address, Apt. No.

_____
City State Zip

Mailing Address: _____
(If different from above) Company Name

_____
Street Address, Apt. No.

_____
City State Zip

Home Phone: (_____) _____-_____ Work Phone: (_____) _____-_____ Date of Birth: _____/_____/_____
Month Day Year

E-Mail Address: _____

Photo Identification: Number: _____
Type: ☐ Driver's License ☐ Military ID Card ☐ Passport
☐ State ID Card ☐ Resident Alien Card ☐ Other ID: _____

Gender: ☐ Male ☐ Female

Race / Ethnicity: ☐ Asian ☐ Native American
☐ Black / African American ☐ Pacific Islander
☐ Latino / Hispanic ☐ White ☐ Other: _____

2. Type of Certification: Check the circle(s) for the certificate(s) you want and fill in the amount paid.

	Fee Due	Amount Paid
☐ Lead Inspector/Assessor Certificate	$ 75.00	$_____.00
☐ Lead Supervisor Certificate	$ 75.00	$_____.00
☐ Lead Sampling Technician Certificate	$ 75.00	$_____.00
☐ Lead Project Monitor Certificate	$ 75.00	$_____.00
☐ Lead Worker Certificate	$ 75.00	$_____.00
	Total Amount Paid:	$_____.00

3. Fees:

Enclose the required fees **for each Certificate requested**. (See Fees Due, above.) Payment must be a check or money order payable to California Department of Public Health. Cash is **not** accepted. Fees are **non-refundable**.

4. Other Applications:

Have you ever applied for a California Lead Certificate before? ☐ Yes ☐ No

5. Statewide Examination:

Enclose a copy of the *CPS HR* notice that you successfully completed the appropriate Statewide Examination.

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6. Training, Experience, and Education: Please enclose the following information with this application as proof that you satisfy the eligibility requirements for each certificate you requested.

- **Lead-related construction training:** Enclose the pink Course Completion Form (CDPH 8493) from your CDPH-approved lead-related construction course(s). If your training is more than 1 year old, **also** enclose the pink Course Completion Form for your continuing education course.

Certificate Requested	Required Lead Related Construction Training
Inspector/Assessor	Inspection / Assessment (40 hours) (CIHs may take Lead Training for Certified Industrial Hygienists (24 hours))
Supervisor.....	Supervision & Project Monitoring (40 hours) **or** Work (24 hours) **and** Supplemental Supervision & Project Monitoring (16 hours)
Sampling Technician.....	Sampling Technician (8 hours)
Project Monitor.....	Supervision & Project Monitoring (40 hours) **or** Work (24 hours) **and** Supplemental Supervision & Project Monitoring (16 hours) (CIHs may take Lead Training for Certified Industrial Hygienists (24 hours))
Worker	Work (24 or 32 hours)

Note: You must apply to the Department within one year of the date you complete your training. If you wait longer than one year to apply, you must complete seven hours of CDPH-approved continuing education. If you wait longer than three years to apply, you must take a new CDPH-approved lead-related construction course.

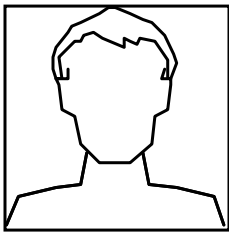
- **Experience:** *(not required for Worker certificates)* To show that you have completed the required work experience, enclose completed Proof of Experience forms (CDPH 8539) for each employer who is verifying that you have experience which makes you eligible for certification.

  Note to Applicants for Supervisor: A current and active contractor's license issued in the applicant's name by the California Contractors State License Board within the classifications A, B, C-4, C-12, C-15, C-17, C-21, C-32, C-33, C-34, C-35, C-39, C-43, C-47, C-61/D-38, C-61/D-63, ASB, or HAZ serves as proof of experience. You may submit a copy of your Contractor's license, in place of the Proof of Experience form.

- **Education:** *(not required for Worker or Supervisor certificates)* To show that you have completed the required education, enclose copies of your diploma or transcripts or other documentation, if applicable.

  Note: If you are a Certified Industrial Hygienist, and have completed a CDPH-approved lead-related construction course for Certified Industrial Hygienists, you may submit a copy of your American Board of Industrial Hygiene certificate (or its equivalent) in place of **both** the Proof of Experience form (CDPH 8539) and your diploma or transcripts.

7. Photograph: You must include a recent photograph of yourself. It must be in portrait style (see diagram at right). Select one of the follow methods for providing the photo:



- ☐ A photo print, at least two inches square (no digital printouts). Print your name on the back.
- ☐ Digital photo - it should be at least 640 x 480 pixels, in JPEG format, and have your name as the file name. Do not send digital printouts.
- ☐ Digital photo, e-mailed to LeadPhotos@cdph.ca.gov. It should be at least 640 x 480 pixels, in JPEG format, and have your name as the file name. Date e-mailed: _____

I hereby certify, under penalty of perjury, that the information I have provided in this application is true and correct. I further acknowledge my duty under the California Code of Regulations (Title 17, §§ 35000 *et seq.*) to maintain, for a minimum of three years, specified documents related to lead hazard projects that I prepare, perform, or supervise. Further, I acknowledge my duty under these regulations to make these documents available to CDPH upon request.

Your Signature:_____ _____/_____/_____
Date Signed

Mail Your Application To:
California Department of Public Health
Childhood Lead Poisoning Prevention Branch
850 Marina Bay Parkway
Building P, Third Floor, Box C
Richmond, CA 94804-6403

Notify the Department within 30 calendar days if your name, address, e-mail or phone number changes.

The Department of Public Health, Childhood Lead Poisoning Prevention Branch, requests this information under the Health & Safety Code, Section 105250, in order to determine the eligibility of an individual for Lead Certification. Provision of this information is mandatory. The consequence of not providing this information is denial of certification. This information may be provided to the California Division of Occupational Safety and Health (Cal-OSHA) and California government agencies and officials, as provided by law. You have the right to access records containing your personal information maintained by the Department of Public Health. For information or access to your records, contact the Childhood Lead Poisoning Prevention Branch, 850 Marina Bay Parkway, Building P, Third Floor, Box C, Richmond, CA 94804-6403, Telephone: 1-800-597-LEAD (510-620-5694 outside California).

Proof Of Experience

INSTRUCTIONS: Type or print all information clearly. Complete this form to verify that an applicant has experience which makes him/her eligible for Lead Certification. This form **must** be completed and signed by a supervisor or employer, or by the applicant, if self-employed. Provide information for only **one** employer on this form.

1. Applicant Information:

Name: _____
Last First Middle Initial

2. Employer Information:

Company Name: _____

Address: _____
Street Address, Suite. No.

_____
City State Zip

If applicant is **not** self-employed, give his/her Supervisor's name and phone number:

Supervisor Name: _____ Phone: (_____) _____-_____
First Last

If applicant **is** self-employed, give the names and phone numbers of 3 client references:

Client Name: _____ Phone: (_____) _____-_____
First Last

Client Name: _____ Phone: (_____) _____-_____
First Last

Client Name: _____ Phone: (_____) _____-_____
First Last

3. Experience Information:

O Dates of employment: From: _____/_____/_____ To: _____/_____/_____
Month Day Year Month Day Year

O In **detail**, describe the job activities the applicant did for this employer, that make him/her eligible for Lead-Related Construction certification. (This may include work such as lead, asbestos, environmental remediation, construction, design, occupational safety, etc.).

_____

_____

_____

_____

_____

_____

_____

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_____

_____

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O In a typical work week, what percent of the time did the applicant do these, and any associated job activities: _____%

I hereby certify, under penalty of perjury, that the information I have provided in this document is true and correct.

Employer/Supervisor Signature:_____ _____/_____/_____
(or Applicant's Signature, if self-employed) Date Signed

Employer/Supervisor Name:_____ Title:_____
(or Applicant's Name, if self-employed) Please Print or Type

Include this form with your application for lead certification (CDPH 8488)

The Department of Public Health, Childhood Lead Poisoning Prevention Branch, requests this information under the Health & Safety Code, Section 105250, in order to determine the eligibility of an individual for Lead Certification. Provision of this information is mandatory. The consequence of not providing this information is denial of certification. This information may be provided to the California Division of Occupational Safety and Health (Cal-OSHA) and California government agencies and officials, as provided by law. You have the right to access records containing your personal information maintained by the Department of Public Health. For information or access to your records, contact the Childhood Lead Poisoning Prevention Branch, 850 Marina Bay Parkway, Building P, Third Floor, Box C, Richmond, CA 94804-6403, Telephone: 1-800-597- LEAD (510-620-5694 outside California).

Attention Lead Certification Applicants! Your name can appear on the State Lead Listing!

If you become certified, the California Department of Public Health (CDPH) can add your phone number and city to your entry on its *List of Certified Lead Professionals*. This list is distributed statewide to consumers interested in your services. It is also posted on the Internet at **www.cdph.ca.gov/programs/CLPPB .** This list can help you get information about your services out to:

- Contractors
- Homeowners
- Realtors
- Vendors
- Training Providers
- Health Departments
- Apartment Managers
- Building Owners
- and Many More!

What to do: To add your phone number and city to your entry on the *List of Certified Individuals*, complete the Authorization form (CDPH 8540) on the back of this page, sign it and return it to CDPH. If you do not send your Authorization to CDPH, only your name, certificate number, and expiration date will appear on the CDPH List of Certified Lead Professionals on the CLPPB website.

When to do it: If you are not yet certified, send your Authorization to CDPH with your application materials. **If CDPH grants you certification**, your information will appear on the list.

If you are already certified, send your Authorization to CDPH **now**! The sooner we get your Authorization, the sooner your information will appear on the list.

Questions: If you have any questions, please call the Lead-Related Construction Information Line at 1-800-597-5323. Outside California, call (510) 620-5694.

IMPORTANT: **All** information submitted to CDPH is subject to release under the California Public Records Act (Government Code 6250 et seq.). While CDPH will use its best efforts not to publicly release your personal information, requests for records or information under this act may **require** CDPH to release your personal information without your authorization.

Authorization To Release Personal Information

(For use only to have your city and work phone added to your name on the list of certified individuals)

INSTRUCTIONS: Complete the Personal Information portion of this form and read items 2, 3, 4, and 5. Sign the form under item 6 and submit it to the Department of Public Health (CDPH). Note: you should **only** complete this form if you want CDPH to add your work phone number and city to the CDPH List of Certified Lead Professionals. If you do not complete this form and send it to CDPH only your name, certificate number, and expiration date will appear on the CDPH List of Certified Lead Professionals on the CLPPB website. If you have already sent this form to CDPH, you do not need to send it again unless your personal information has changed.

1. Personal Information:

Name: _____ _____
last first

CDPH Lead Certificate Numbers: *(if applicable)* _____ _____ _____ _____ _____

Business Address: _____
street number and name suite number

_____
city state zip

Business Phone: (_____) _____ - _____

Do you provide any of the following services? *(check all that apply)* ... o Painting o General Construction
o Remodeling o Hazardous Materials Removal

Are you a California Licensed Contractor? *(check one)* ..... o Yes (Your CSLB Contractor Number: _____)
o No

Are you a Certified Industrial Hygienist?*(check one)* ..... o Yes (Your ABIH Certificate Number: _____)
o No

2. Uses: CDPH will use the information you provided above in its List of Certified Lead Professionals. CDPH will release this information to all interested parties. CDPH may also release this information as permitted by the California Public Records Act (Government Code 6250 et seq.). By allowing CDPH to release your personal information, you may be contacted by interested parties wanting your services or business. CDPH is not responsible for the way this information is used by the interested parties who request it.

3. Duration: This authorization shall become effective immediately and remain in effect until you rescind it in writing.

4. Non-Original Copies: A photocopy of this authorization shall be considered as valid as the original.

5. Authorization: I hereby authorize the California Department of Public Health, Childhood Lead Poisoning Prevention Branch to release the information provided above according to the terms stated above. In signing, I also certify, under penalty of perjury that all information given above is true and correct.

6. Signature:

_____
Your Signature

_____
Print Your Name Here

_____/_____/_____
Date Signed

Include this form with your application materials. If you have already sent your application to CDPH, mail or fax this form to:

Childhood Lead Poisoning Prevention Branch
850 Marina Bay Parkway
Building P, Third Floor, Box C
Richmond, CA 94804-6403
(510) 620-5656 fax

The Department of Public Health, Childhood Lead Poisoning Prevention Branch, requests this information under the Health & Safety Code, Section 105250, in order to determine the eligibility of an individual for Lead Certification. Provision of this information is mandatory. The consequence of not providing this information is denial of certification. This information may be provided to the California Division of Occupational Safety and Health (Cal-OSHA) and California government agencies and officials, as provided by law. You have the right to access records containing your personal information maintained by the Department of Public Health. For information or access to your records, contact the Childhood Lead Poisoning Prevention Branch, 850 Marina Bay Parkway, Building P, Third Floor, Box C, Richmond, CA 94804-6403, Telephone: 1-800-597- LEAD (510-620-5694 outside California).

CHILDHOOD
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POISONING
PREVENTION
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The Lead Abatement Certification Exams: Answers to Frequently Asked Questions

California Department of Public Health,
Childhood Lead Poisoning Prevention Branch
Lead-Related Construction Unit

Why are certification exams required?

The federal *Residential Lead-Based Paint Hazard Reduction Act of 1992*, also known as Title X, requires all states to have lead certification programs that are at least as protective as the Federal certification program. Because the Federal certification program requires individuals to pass a proficiency exam in order to become fully certified, California's lead certification program must do the same.

Who must take the certification exams?

California requires certification exams for Lead Abatement Inspector/Assessors, Lead Abatement Supervisors and Lead Abatement Project Monitors. There are separate exams for each of these three types of certifications. Lead Workers and Sampling Technicians are not required to take an exam.

Who offers the certification exams?

CPS HR is the contractor that CDPH has chosen to administer the exams. This company has extensive experience administering many types of licensing and certification exams in California. This is the **only** company who offers California's approved lead certification exams. Passing a certification exam offered by another company or another state will **not** make you eligible for lead certification in California.

Where and when are the exams offered?

CPS HR offers the exams quarterly at testing sites in Northern and Southern California. Exams are generally held on the 3rd Wednesday of the month. All of the exams are offered in English, and in addition the Supervisor exam is offered in Spanish. Please see the schedule on the CPS HR website for more information.

What are the exams like?

The certification exams consist of 100 to 125 multiple-choice questions. All are offered in English, and the Supervisor exam is also offered in Spanish. None of the exams includes any "hands-on" or performance testing.

Are special accommodations available for people with disabilities?

Yes, for no additional charge, CPS HR can provide ADA accommodations for those with special needs. Please note any need for special arrangements on the back of the registration form.

Are there "combined" exams?

No. The exams for Lead Abatement Supervisor, Lead Abatement Inspector/Assessor and Lead Abatement Project Monitor are each separate. If you want get more than one of these certificates, you must take a separate exam for each.

Are there any study guides available to help me study for the exam?

Study guides are available at the Childhood Lead Poisoning Prevention Branch website at www.cdph.ca.gov/programs/CLPPB. Click on "Lead-Related Construction", then on "2 – State Certification Exam" in the "Lead Certification Process" section.

When do I take my exam?

You may take the exam at any of the scheduled dates or make special testing arrangements with CPS HR. You need to take and pass the exam before you apply to CDPH for certification.

How do I register for my exam?

You may telephone CPS HR directly at (916) 263-3624, option 5, or access their website at www.cps.ca.gov to obtain registration materials. Complete the registration form that you received from CPS HR and mail it to:

CPS HR
Attention: Lead Certification Registration
241 Lathrop Way
Sacramento, California 95815

Do not send your registration form to CDPH.

You must register for your exam two weeks before the exam date. Please see schedule for deadlines.

How do I get admitted into the exam?

To be admitted into your exam, you must show a State Driver's License, State ID Card, Passport, Military ID Card or Resident Alien Card. If you cannot properly identify yourself when you arrive to take your exam, CPS HR will turn you away and not allow you to take the exam.

What happens if I fail my exam?

If you fail an exam, CPS HR will tell you how many questions you got correct and how many you missed on each of the topic area sub-sections of the exam. For exam security reasons, they cannot tell you which questions you missed.

There is no waiting period to retake the exam, however, you must register and pay for the repeat exam as described above. It is strongly recommended that you take sufficient time to thoroughly study using the study guides prior to retaking an exam.

What happens after I pass my exam?

CPS HR will send you a letter with your scores, along with how you did in each subsection. Once you have received notice that you passed your exam you may apply for certification. Please send a copy of the exam letter to CDPH when you apply. CDPH will then review your experience, training, and education to determine if you meet all of the requirements for certification.

Am I certified for lead-related construction work once I pass the exam?

No. You must apply to the California Department of Public Health (CDPH) for certification.

When can I apply for certification?

Apply to CDPH **after** CPS HR has notified you that you have passed the exam.

How do I apply for certification?

You must apply to CDPH for certification. Do not send application materials to CPS HR. For application forms, instructions, and other certification-related questions, contact CDPH at **1-800-597-5323** (510-620-5694 outside California), or download forms at **www.cdph.ca.gov/programs/CLPPB**. Click on "Lead-Related Construction", then on "2 – State Certification Exam" in the "Lead Certification Process" section.

For exam schedules, testing locations, special testing options and registration confirmation, contact:

CPS HR
(916) 263-3624, option 5
http://www.cpshr.us/exams/CLPPCE/schedule.html