

## Act 407 Continuing Education Requirements

The following narrative is offered in an effort to provide a measure of clarification regarding the continuing education units required for code official re-registration:

### --- Refer to Table 264, provided on Page 2 ---

- Building Official credit-hour requirements are counted separately from the other classifications. They do not overlap to cover the credit-hour requirements of the inspector or plan reviewer classifications, and vice-versa.
- Inspector and plan reviewer credit-hour requirements in the same trade classification (mechanical inspector and mechanical plan reviewer, for example) can be combined; the minimum requirement being met as long as the greater of the two is met. This is only true within the same trade classification.

**Exception:** The Rules & Acts credit-hour requirement for all classifications other than Building Official (BI, BPR, EI, EPR, MI, MPR, PI, PPR), is combined. In other words, 4hr of Rules & Acts credit meets the requirement for all of these at once. Again, Building Official still requires 18hrs, but the total Rules and Acts requirement is 22hrs if you have BO and any other classifications, regardless of how many. This applies to Rules and Acts only. The other credit-hour categories overlap only for Inspector and Plan Reviewer within the same trade classification.

- If an approved program lists PR as a covered classification (not education category, but registration classification), the PR correlates to the Inspector type also listed. Example: If an approved program provides 2 hours of Specialty for the BI, PI, BO and PR classifications, it means the program provides 2 hours of Specialty for each of the following classifications: Building Inspector, Plumbing Inspector, Building Official, Building Plan Reviewer and Plumbing Plan Reviewer.

### Here are some examples of typical code official registration combinations, and the credit hours required for re-registration:

1. If you are a registered Building Official, Building Inspector and Plan Reviewer, you need the following: 22 hours of R&A; 32 hours of T; 10 hours of PR; 20 hours of S; **Total: \*84 hours.** This includes the required credit-hours for Building Official, plus the greater of the two hourly requirements between Building Inspector and Building Plan Reviewer.
2. If you are a registered Building Inspector and Mechanical Inspector, you need the following: 4 hours of R&A; 16 hours of T for BI and 16 hours of T for MI; 2 hours of PR for BI and 2 hours of PR for MI; 12 hours of S for BI and 12 hours of S for MI. **Total: \*64 hours.**
3. If you are a registered Electrical Inspector and Plan Reviewer, you need: 4 hours of R&A; 16 hours of T; 8 hours of PR; 12 hours of S. **Total: \*40 hours.**
4. If you are a registered Building Official, Mechanical Inspector, Plumbing Inspector, Mechanical Plan Reviewer, and Plumbing Plan Reviewer, you need: 22 hours of R&A; 48 hours of T; 18 hours of PR; 32 hours of S. **Total: \*120 hours.**

\* Actual class time needed depends upon the classifications covered by the programs you attend. This can be reduced significantly by attending programs that are approved for multiple or all classifications. For instance, in example #1, you would need as few as **54 hours** of actual class time if many or all of the programs you attend are approved for "All" classifications, or are approved for all three of the classifications mentioned in the example (BI, BO, PR). If only some of the programs attended are approved for all three, then actual class hours required will fall somewhere between **54** and **84**.

Table 264  
Hours Required for Reregistration

Category	Training					Registration Classifications			
	Building	Inspector				Plan Reviewer			
	Official	Building	Electrical	Mechanical	Plumbing	Building	Electrical	Mechanical	Plumbing
Rules and Acts	18 hrs (b)	4 hrs (b)	4 hrs (b)	4 hrs (b)	4 hrs (b)	4 hrs (b)	4 hrs (b)	4 hrs (b)	4 hrs (b)
Technical	16 hrs (a)	16 hrs (a)	16 hrs (a)	16 hrs (a)	16 hrs (a)	16 hrs (a)	16 hrs (a)	16 (a)	16 hrs (a)
Plan Review	2 hrs	2 hrs	2 hrs	2 hrs	2 hrs	8 hrs	8 hrs	8 hrs	8 hrs
Specialty	8 hrs (a)	12 hrs (a)	12 hrs (a)	12 hrs (a)	12 hrs(a)	12 hrs (a)	12 hrs (a)	12 hrs (a)	12 hrs (a)
Total	44 hrs	34 hrs	34 hrs	34 hrs	34 hrs	40 hrs	40 hrs	40 hrs	40 rs

1. All hours are for renewal only and must upload a certificate of completion into Accela for renewal beginning with this cycle, due 9/16/2023.
2. If anyone has already completed courses, they do not have to retake courses based on the changes above. They will still be required to upload a certificate.
3. A single course in Rules and Acts can be applied across multiple registrations. For example, an individual registered as an electrical inspector and electrical plan reviewer only need take one course of Rules and Acts.
4. A single course in Technical and Specialty may be applied to the same plan reviewer classification. For example, an individual registered as an electrical inspector and electrical plan reviewer only need take one course of Technical and Specialty for Electrical.
5. A single course in Plan Review may be applied to the same inspector classification. For example, an individual registered as an electrical inspector and electrical plan reviewer only need to take the required hours from plan reviewer classification to cover both classifications. The 8 hours of plan review for electrical plan reviewers will cover the required 2 hours of plan review for electrical inspectors also.
6. The above scenarios apply to all classifications except Building Officials. Building Officials must take their required courses.