

ALABAMA PLUMBERS AND GAS FITTERS EXAMINING BOARD
ADMINISTRATIVE CODE

CHAPTER 720-X-21
CONTINUING EDUCATION REQUIREMENTS FOR CERTIFIED CONTRACTORS

720-X-21-.05 Qualifications And Standards For Board Approved
Providers And Instructors.

(1) Providers are required to designate a specific company representative to manage all communications with the Board.

(2) To obtain approval as a Board-certified continuing education provider, an applicant is required to submit the appropriate fee and a comprehensive application. This application should contain: a detailed plan for high-quality continuing education designed specifically for plumbing and gas fitting contractors; the provider's mission statement and goals; thorough policies and procedures for the execution and evaluation of the educational programs and units; and a specialized educational unit staffed with competent personnel and equipped with the necessary resources to execute a well-organized plan for continuing education.

(3) Approved providers bear the responsibility for the quality, accuracy, and veracity of the continuing education programs they offer.

(4) Approved providers are required to verify that instructors possess the qualifications suitable for the content of the activity.

(5) Approved providers are required to submit electronic records of all contact hours awarded to certified contractors using the format and method prescribed by the Board.

(6) Records and reports must be preserved for a minimum of two years.

(7) Once approved, the entity will be assigned a provider number, recognizing it as an approved provider of continuing education.

(8) The Board Approved Provider ID remains valid indefinitely, provided that the standards for approval are upheld.

(9) The provider ID is required on course announcements, certificates, records, reports, and all correspondence with the Board.

(10) The entity's name associated with the Board-assigned provider number can be altered upon a written request from the designated contact person or the administrator.

(11) A provider's approval may be subject to revocation if the provider does not adhere to the requirements specified in this chapter.

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Statutory Authority: Code of Ala. 1975, §34-37-2.

History: New Rule: Published September 30, 2024; effective November 14, 2024, operative January 1, 2025.

Penalty: Non-compliance will result in a provider and/or class not being approved.