

**ENVIRONMENTAL LEAD PROGRAM  
LICENSE QUALIFICATIONS FOR  
LEAD SUPERVISOR, INSPECTOR AND RISK ASSESSOR**

In accordance with the Lead Poisoning Prevention Code, Section 845.27, the Illinois Department of Public Health (Department) shall license persons desiring to serve as **lead supervisors, lead inspectors and lead risk assessors**.

**Lead inspector and lead risk assessor** licenses expire January 31 of each year. **Lead supervisor** licenses expire March 31 of each year. To qualify for a license each applicant shall:

- Be at least 18 years of age. Submit a recent 1" X 1" photograph of the applicant for each type of license for proper identification of the licensee. The license will not be issued without the photograph.
- Submit a completed and signed application **including the child support statement and Public Information Disclosure form**.
- Submit a completed and signed third party exam application as explained below. An applicant has six months from the date the Department **approves** the application to pass the third party exam.
- Submit a check or money order made payable to the Illinois Department of Public Health.

In accordance with the requirements of the *Illinois Administrative Procedure Act, 5 ILCS 100*, the Department of Public Health requires the disclosure of your social security number as part of the license application. Failure to provide your social security number shall result in the denial of your license application.

Duplicate licenses are obtained by submitting a written request to the Department for a duplicate license with a photograph of the licensee and a \$15.00 fee. A duplicate license will not be issued if the Department approved training course certificate has expired. Changes in the licensee's name, address, place of employment, etc., must be submitted in writing to the Department.

**All fees are NON-REFUNDABLE.**

**Lead Supervisor** \$50.00 application fee plus a \$50.00 supervisor third party exam fee.

**Lead Inspector** \$100.00 application fee plus a \$50.00 inspector third party exam fee.

**Lead Risk Assessor** \$100.00 application fee plus a \$50.00 risk assessor third party exam fee.

**A \$50 non-refundable examination fee per type of exam shall be submitted each time the examination is taken.** (A separate Inspector license/exam is not needed if obtaining a Risk Assessor license.)

**Employees of the Illinois Department of Public Health, a delegate agency, or a local health department shall be exempt from license fees and third party exam fees.**

**Lead Supervisor** Submit a copy of the certificate verifying completion of a Department approved four-day (32 hr.) initial lead supervisor training course. Lead Supervisor shall meet the following experience requirements:

- One year of experience as a licensed lead-based paint abatement worker; **or**
- Two years of experience in a related field (e.g., lead, asbestos, or environmental remediation work), or in the building trades.

**Lead Inspector** Submit a copy of the certificate verifying completion of a Department approved three-day (24 hr.) initial lead inspector training course. Lead Inspector has no experience requirements. (A separate Inspector license/exam is not needed if obtaining a Risk Assessor license.)

**Lead Risk Assessor** Submit a copy of the certificate verifying completion of a Department approved three day (24 Hr.) initial lead inspector training course and a copy of the certificate verifying completion of the two day (16 hr.) initial lead risk assessor training course **or** submit a copy of the certificate verifying completion of the two day (16 hr.) initial lead risk assessor training course and be currently licensed as a lead inspector. Lead Risk Assessor at a minimum, shall meet one of the following combinations of education and experience:

- A bachelor's degree in science, engineering, or environmental health; no experience required, **or**
- A bachelor's degree in any discipline and one year of experience in a related field, (e.g., lead, asbestos, environmental remediation work, or construction); **or**
- An associate's degree in any discipline and two years of experience in a related field (e.g., lead, asbestos, environmental remediation work, or construction); **or**
- Be licensed as an industrial hygienist, professional engineer, architect or environmental health practitioner; **or**
- A high school diploma (or equivalent) and at least three years of experience in a related field (e.g., lead, asbestos, or environmental remediation work, or construction).

### TRAINING CERTIFICATION

All license applicants shall successfully complete a Department approved initial lead training course. The initial training course shall have been completed within three years of the date this application is received. If the initial training course certificate is more than three years old but less than four years old, the applicant shall submit a Department approved refresher certificate indicating no lapse in training in accordance with Section 845.27 (a)(1) of the Lead Poisoning Prevention Code. If the training course certificate is more than four years old, the applicant shall complete a Department approved initial lead training course that discipline. All training courses shall be verified with the training course provider.

### THIRD PARTY EXAMS

An applicant for lead supervisor, lead inspector, and lead risk assessor license shall pass the Department approved third party examination. Each applicant shall submit a completed third party exam application and a \$50.00 exam fee for each type of license. An applicant has six months from the date the Department **approves** the application to pass the third party exam. If the applicant fails the third party examination the first time, he/she is eligible to take the examination a maximum of two more times within the six months. If the applicant fails the exam three times or if the six-month period has expired, the applicant must retake the initial training course. A third party exam application and schedule are included with this packet.

## CHILD SUPPORT STATEMENT

**5 ILCS 100 Section 10-65 (c) of the Illinois Administrative Procedure Act requires individual licensees to certify whether they are delinquent in payment of child support. All applicants shall comply with this Act. Applicants shall complete and sign the child support statement on the license application. Failure to complete this statement will result in an incomplete application and a delay in issuing the license. Making a false statement may place you in contempt of court. NOTE: Your license will not be issued until this section is completed.**

## PUBLIC INFORMATION DISCLOSURE

The ***Public Information Disclosure*** form accompanying this application must be completed and returned to this office to allow the Department to release your contact information. **ONLY** those lead professionals who complete this form and return it to this office will be included in Department lists. The ***Public Information Disclosure*** form is incorporated into all license applications and training course provider approval applications to address the release of contact information to the general public.

## RECIPROCIITY

Each applicant for licensure who is licensed or certified in another state may request reciprocal licensure. The Department may evaluate the requirements for licensure in such state and may issue the license if the Department determines that the requirements for licensure in such other state are equal to or greater than the requirements for licensure in Illinois. **Each applicant for licensure shall submit a completed application, a photograph, the appropriate fee(s), verification from such state of passing a third party exam, and copies of USEPA or other state approved training certificates.** If the initial training certification is from another state, the applicant shall complete a Department approved refresher course before the license shall be renewed.

## LICENSE RENEWALS

All licenses shall be renewed annually. **Inspector and risk assessor licenses** expire on **January 31** of each year, except licenses issued after October 31 and before February 1 shall expire on the next following January 31. Renewal applications received after December 31, shall pay a \$15.00 late fee in addition to the \$100.00 renewal application fee for a total of \$115.00. **Supervisor licenses** expire on **March 31** of each year, except that applicant's licenses issued after December 31 and before April 1 shall expire on the next following March 31. Renewal applications received after March 1, shall pay a \$15.00 late fee in addition to the application fee for a total of \$65.00.

All applicants shall submit a completed renewal application including the completed child support statement, the renewal application fee, a recent 1" x 1" photograph of the applicant, and copies of the Department approved training certificate(s) in accordance with the training certification requirements above.

## REINSTATEMENT OF LICENSES

An applicant whose licenses has been expired for a period less than 3 years may apply to the Department for reinstatement of his license. The Department shall issue such reinstated license provided the applicant pays to the Department all lapsed license fees, a reinstatement fee of \$15.00 and submit a copy of a current certificate. An applicant whose license that has been expired for more than 3 years shall submit a new application and meet all license requirements.

Failure to provide all the requested information will result in administrative action to deny the license. All fees are non-refundable. Please submit all applications to the Illinois Department of Public Health, Division of Environmental Health, Lead Program 525 West Jefferson Street, Springfield, Illinois 62761. If you have any questions please contact the Division of Environmental Health, Lead Program, (217) 782-3517,

TTY # (800)547-0466.

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