

GEORGIA STRUCTURAL PEST CONTROL COMMISSION
RECERTIFICATION COURSE REQUIREMENTS
SPCC POLICY 13-01

The purpose of the certification and registration of a pest management professional (PMP) is to verify that a PMP has successfully completed a course of study and passed an examination demonstrating competency. In the case of structural pest control licensing, this involves passing one or more examinations.

Pest management licensing is a means which the general public can be given some assurance that licensed PMPs who apply pesticides and provide pest management services demonstrate a minimum level of competency before they apply or supervise the application of a pesticide or provide a pest management service. The process demonstrates that a PMP has proven some competency in understanding the regulations, complex environmental and health risks and important factors associated with conducting pesticide related activities. For the pest management industry, it is a means of minimizing personal risk, ensuring compliance with federal and state laws and potentially reducing legal liability (in the event of an incident).

Requirements

The Rules of the Georgia Structural Pest Control Act require that each certified operator or registered employee attend ongoing training in lieu of reexamination during their renewal period. The Georgia Structural Pest Control Commission (SPCC) approves one credit hour for each hour of approved training. These trainings may be offered by state universities, state agencies or private companies and associations. The requirements are:

Certified Operator – 5 year recertification period

HPC – 25 hours. Further, no more than 10 hours shall be computer based training.

WDO – 25 hours. Further, no more than 10 hours shall be computer based training.

FUM – 12 hours. Further, no more than 5 hours shall be computer based training.

HBR – 5 hours.

Registered Employee – 2 year reregistration period

HPC – 8 hours. Further, no more than 4 hours shall be computer based training.

WDO – 8 hours. Further, no more than 4 hours shall be computer based training.

FUM – 3 hours. Further, no more than 1 hour shall be computer based training.

Course Application

All recertification training courses are approved by the Georgia SPCC each calendar year. For previously approved courses, reapplication is required annually. Application must include the following:

1. Application for course approval
2. Detailed Training course outline including time frames for each topic
3. Instructor application and resume (unless instructor is currently approved)
4. Include a minimum of 55 minutes of approved content

Course Content Criteria

The course must address structural pest management subjects that are directly related to any of the following subjects:

- Entomology, or pest identification and biology
- Pesticide use or application methods
- Pesticide labels
- Pesticide applicator safety and environmental protection
- Equipment care, maintenance and calibration
- Pesticide and pest management rules and regulations
- Integrated Pest Management
- Changes in pest management technology
- Building construction and maintenance

Course content must be relevant to the category(ies) of credit applied for and must provide accurate information over topics in accordance with Title 40, Code of Federal Regulations, 171.103(c), 171.103(d)(7), and 171.103(d)(14). The SPCC and the Georgia Department of Agriculture (GDA) may request additional documentation (e.g. more detailed course outlines, copies of course materials, example presentations, etc.) to verify course quality and may reject applications at their discretion.

Limitations

All training course applications must be submitted and approved by the SPCC at least 30 days prior to the scheduled course date. If a course is repeated during the calendar year, credit is limited to the first verified attendance. Attendees will not be awarded more than 8 credit hours for one day.

For one credit hour of training, the course length must be a minimum of 55 minutes of training.

Types of Training

There are three types of training that are currently recognized for continuing education credit by the SPCC:

1. Traditional or Face to Face Learning – this type of training involves conferences, workshops, and presentations where an in-person speaker presents information and PMP's may ask questions or make comments to the speaker.
2. Interactive Distance Learning – this type of training involves PMP's logging into a website, or something comparable, and viewing a speaker during a live presentation. A component of this training must include the ability of attendees to ask questions or make comments via voice or messaging to the speaker in real time.
3. Prerecorded or Static Learning – this type of training involves PMP's watching a prerecorded presentation where there is no real time interaction with the instructor. This is computer based training and the limitations for computer based training specified in the Rules apply only to this type of training.

Training Verification

The SPCC and the Georgia Department of Agriculture (GDA) reserves the right to monitor any course approved for credits. Non-compliance may result in disciplinary action by the Department, including revocation of course and/or speaker approval.

Traditional (Face to Face) and Interactive Distance Learning

To ensure training program integrity, the instructor/sponsor must have sufficient staff resources and or time to verify identifications at admittance and to monitor training attendance.

For Traditional Learning, sponsors must make sure PMPs sign the sign-up sheet, if appropriate, and are present for the entire course. PMPs who are not engaged and participating in the course must not be allowed to sign the recertification – reregistration verification form. Each PMP must sign any necessary sign-in sheet and complete the recertification verification form to receive credit. No attendee may sign for any other attendee. Course sponsors must return the completed documents to GDA within 30 days after the course completion.

For Interactive Distance Learning, the sponsor must be able to document that the PMP was actively participating for the entire duration of the course and provide a completed recertification – reregistration form to GDA within 30 days after course completion. These courses must allow for two-way communication between the trainer and participants. Examples of documentable activity may include messaging, two-way visual observation, verbal interaction or similar methods of verification. The course must include the following positive Fraud statement. Registrants must read and agree to the terms of verification in the Fraud statement before proceeding with the course. If fraud is committed, the course sponsor must be able to provide the SPCC and/or the GDA documentation of the user's acceptance of the positive identification of the terms and penalties. The Fraud statement is as follows:

"I am aware that I may be subject to penalties if I have made any misrepresentation of facts knowing that such statement is false for the purpose of defrauding or deceiving for the benefit of myself or anyone else. I am aware also that this voluntary agreement may make me subject to a penalty under the provisions of the Georgia Structural Pest Control Act, including license, certification, and/or registration suspension, cancelation, or revocation."

This recertification – reregistration form must include the attendee's name, certification or registration number, course name, course number, instructor's name, training date and total number of attendees.

Computer Based Training (Prerecorded or Static Learning)

The design and structure of CBT is different from Traditional or Interactive Distance Learning. CBT courses must include clear narration, contain a mix of images, graphics, and/or movies and involve the PMP. There are specific requirements that must be met by sponsors of CBT. They include:

1. Develop a unique username and password for the course that is linked to the participant's certification/registration number.
2. Mechanism that prevents the user from participating in more than one course at a time.
3. Mechanism that prevents the user from bypassing portions of the course or that records participant completion of each section of the course.
4. Mechanism that requires response to move forward through the course or verifies participant presence periodically throughout the course.
5. Recording the total number of minutes that the user was actively engaged in the course.
6. Quiz to verify the participant's comprehension (minimum of 10 questions) including a passing score of 70%. The quiz may be incorporated into the presentation as it moves forward or be at the end of the presentation.

7. Fraud statement must be read and agree to the terms of verification before proceeding with the course. If fraud is committed, the course sponsor must be able to provide the SPCC and/or the GDA documentation of the user's acceptance of the positive identification terms and penalties. The statement is as follows:

“I am aware that I may be subject to penalties if I have made any misrepresentation of facts knowing that such statement is false for the purpose of defrauding or deceiving for the benefit of myself or anyone else. I am aware also that this voluntary agreement may make me subject to a penalty under the provisions of the Georgia Structural Pest Control Act, including license, certification, and/or registration suspension, cancelation, or revocation.”

8. Provide a completed recertification – reregistration form to GDA within 30 days after the course completion including the attendee's name, certification or registration number, course name, course number, instructor's name, and training date.

Computer-based training course providers who submit course applications twice while failing to meet the minimum requirements outlined above may be required to wait until the next calendar year before submitting another course application.

Information for Course Sponsors

Sponsors, who do not adhere to these requirements, including delayed submission of course documentation, do not monitor attendees, or whose courses deviate substantially from the submitted course agenda/outline may have credits reduced and risk of denial of accreditation of future courses.

Additional requirements, including speaker qualification requirements and all necessary forms may be found on the GDA's [website](#) or you may call (404) 656-3641.

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