

BECOMING A MASSACHUSETTS HOME INSPECTOR

Introduction:

I am a MA Board approved 'Education Provider' for home inspectors, and Chairman of the Education Committee for the ASHI-NE Chapter. I organize and teach continuing education classes for licensed MA Home Inspectors, and I also teach a trainee class at Bristol-Plymouth Regional Technical School in Taunton, MA. Because I receive numerous telephone calls from those seeking information about becoming a MA Home Inspector, I have prepared this "one-stop" resource for you. I hope you find this information helpful.

Bob Mulloy, MA Lic. #32

In simple terms, becoming a MA Home Inspector requires:

- 75 hours of formal classroom training (no correspondence courses accepted).
- 25 Observation inspections as a trainee. (you must find a willing home inspector)
- 100 Home Inspections under the indirect supervision of a MA Licensed Home Inspector (you must find a home inspector to apprentice with)
- \$250,000 min, errors & omissions professional liability insurance required
- Pass a written examination
- Average 1-2 years time needed to complete the above requirements

The information provided below is copied from the MA Board of Home Inspectors web site. You should visit the site for complete information and review each section.

<http://www.mass.gov/dpl/boards/hi/index.htm> MA Board of Home Inspectors

266 CMR 4.00: Associate Home Inspector Training Program Requirements

By the [Division of Professional Licensure](#)

4.01: Educational Training Credits

(1) Training requirements include the successful completion of 75 hours of Educational Training Credits.¹ All Providers of this course work must comply with 266 CMR 5.00 *et seq.* Formal coursework must include not less than:

- (a) Six hours dedicated to the inspection of roofing,
- (b) Six hours dedicated to the inspection of exterior cladding system(s).
- (c) Six hours dedicated to the inspection of masonry system(s).
- (d) Nine hours dedicated to the inspection of structural system(s).
- (e) Nine hours dedicated to the inspection of electrical system(s).
- (f) Nine hours dedicated to the inspection of plumbing system(s).
- (g) Nine hours dedicated to the inspection of heating and air conditioning systems.

- (h) Six hours shall be dedicated to the 266 CMR regulations including the standards of practice.
 - (i) Six hours dedicated to Report writing.
 - (j) Three hours dedicated to professional ethics.
 - (k) Three hours dedicated to contract law.
- (2) To meet the total number of hours required, the Trainee shall select, at his/her option, any three additional open Training Credits.
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4.02: **Verification/Approval of Educational Training Activities**

- (1) At the time of Associate Home Inspector license application, each Trainee is required to submit to the Board a signed statement on a form provided by the Board attesting under the pains and penalty of perjury that he/she has satisfied the Educational Training Credit requirements.
- (2) For each Educational Training Credits earned by participation in a Education Training Credit Program, the Applicant must be able to provide documentation of the following:
- (a) The title of the program or course.
 - (b) The number of hours spent in the program or course.
 - (c) The name of the Board recognized entity or the academic institution that sponsored the program or course.
 - (d) The dates and location that the programs, courses, workshops, or seminars were given.
- (3) The Board may audit a Trainee's compliance with the Board's Educational Training Credit requirement.
- (4) The Board may reject in part or in whole Educational Training Credits, which do not meet the requirements of 266 CMR 5.06(1).
- (5) The Board may reject any incomplete or inaccurate documentation of Educational Training Credits in part or in whole.
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4.03: **Appeals on Education Training Credit Matters**

Any individual who wishes to appeal the decision of the Board regarding Educational Training Credit matters must submit a letter of appeal to the Board within 21 days of the receipt of the Board's decision. The applicant must supply the Board with any requested additional data and may be asked to appear before the Board. The Board reserves the right, upon request of Registrant, to allow the Registrant to practice home inspecting during the Board's appeals process.

4.04: **Inspections**

The Trainee must document the successful completion of 25 Fee-paid Home Inspections under the Direct Supervision of a Supervisor(s). The Associate Home Inspector must complete and additional 100 Fee-paid Home Inspections under the Direct Supervision and/or Indirect Supervision of a Supervisor(s)

4.05: **Examination Requirements**

The Trainee must document passing the written or electronic examination approved by the Board of Professional Home Inspectors.

4.06: Duties and Requirements of the Supervisor

- (1) A Supervisor shall follow all of the state and federal laws, rules, and regulations governing or relating to the practice of Home Inspection, and shall treat all Trainees and Associate Home Inspectors in a professional and courteous manner.
- (2) A Supervisor must be a licensed Home Inspector in the Commonwealth of Massachusetts in good standing.
- (3) The Supervisor may or may not be the employer of the Associate Home Inspector.
- (4) The Supervisor shall sign all sales and other business related documents prepared by a Trainee or Associate Home Inspector.
- (5) A Supervisor shall personally review the progress of the Trainee/Associate Home Inspector he or she is supervising and shall make a detailed written evaluation of the Trainee/Associate Home Inspector periodically, but no less frequently than once every three months. Copies of the evaluations shall be provided to the Trainee/Associate Home Inspector.
 - (a) The evaluation shall, at a minimum, list the specific Fee-paid Inspections conducted and the training and related technical instruction, which the Trainee/Associate Home Inspector has received during the three-month evaluation period.
 - (b) Upon request by the Trainee/Associate Home Inspector, the Supervisor(s) shall certify the Trainee/Associate Home Inspector application as prescribed on the application form. The certification shall only be verification of the statements of the applicant pertaining to training and inspections performed while under the supervision of the Supervisor.
- (7) A Supervisor may supervise only one Trainee per inspection.
- (8) **Direct Supervision.** The Supervisor is responsible for full time, direct, on site supervision of a Trainee's home inspections. Direct Supervision shall include:
 - (a) The full time presence of the Supervisor at the inspection site.
 - (b) Reports prepared by the Trainee shall include the trainee's name, the name of the Supervisor and the supervisor's license number prior to the Report being turned over to the Client.
- (9) **Indirect Supervision.**
 - (a) Indirect supervision shall only apply to an Associate Home Inspector.
 - (b) The Supervisor shall accept full responsibility for the contents and compliance with the current Standards of Practice of all Reports prepared by an Associate Home Inspector under his or her supervision.
 - (c) Reports prepared by the Associate Home Inspector shall include the Associate Home Inspector's name, the name of the Supervisor and the supervisor's license number prior to the Report being turned over to the Client.

4.07: Duties, Work Requirements and Prohibitions of Associate Home Inspectors and Trainees

- (1) A Trainee or Associate Home Inspector shall follow all of the state and federal laws, rules, and regulations governing or related to the practice of Home Inspection.
- (2) A Trainee or Associate Home Inspector is responsible for maintaining copies of his/her Education Training Credits.
- (3) Associate Home Inspectors are responsible for maintaining copies of his/her Continuing Education Credits.
- (4) A Trainee or Associate Home Inspector shall perform diligently and faithfully the work of home inspection and such duties as are assigned by his or her Supervisor.
- (5) A Trainee and Associate Home Inspector shall perform the functions of an Associate Home Inspector in accordance with Board rules only under the supervision of a licensed Home Inspector.
- (6) Associate Home Inspectors and Trainees shall treat all Clients and coworkers in a professional and courteous manner. He/she shall respect the property being inspected, the employer, Supervisor, and colleagues.
- (7) Associate Home Inspectors and Trainees are prohibited from signing sales and other business related documents unless the name, license number and signature of the supervisor are on the document.

- (8) Associate Home Inspectors and Trainees are prohibited from advertising as a Home Inspector and/or as a home inspection firm, company, franchise, corporation and/or business. Further, Trainees and/or Associate Home Inspectors shall be prohibited from operating a home inspection firm, company, corporation and/or business unless there is a duly licensed Home Inspector on staff who is responsible for all inspection activities and all inspections comply with 266 CMR 6.00 *et seq.*
- (9) Associate Home Inspectors and Trainees are responsible for maintaining copies of his/her written evaluations.
- (10) Associate Home Inspectors are responsible for maintaining copies of his/her Continuing Education Credits.
- (11) Associate Home Inspectors shall work under the supervision of a Home Inspector(s) for not less than one year after the issuance of their license.

REGULATORY AUTHORITY

266 CMR 4.00: M.G.L. c. 13, § 96 and c. 112, §§ 221 through 226.

Associate Home Inspector Training Program

Bristol-Plymouth Regional Technical School

508-823-5151 ext. 123

940 County Street, Taunton, MA 02780

<http://www.bptech.org>

6:00 pm – 9:00 pm Monday evenings

Instructors: Bob Mulloy & Sherman Price

Two semester class, cost \$550 / semester

Note: Contact the school or go to the web site for dates. A trainee may begin term 1 or 2)

Associate Home Inspector Training Program – (Term 1, 39 hours)

This is a comprehensive training program for those who aspire to become a MA “Associate Home Inspector” in accordance with the requirements of 266 CMR, section 4.00. The course creates the educational foundation of knowledge that a Trainee needs in order to attain Associate Home Inspector status, to pass a written examination approved by the Board and to then begin formal on-the-job one-year training with a licensed MA Home Inspector.

Section 4.01(1) of the regulations states that “training requirements include the successful completion of 75 hours of Educational Training Credits. Class will meet once a week and two veteran ASHI home inspectors (Sherman Price and Robert Mulloy) will provide instruction in this two-part training program. In part #1, training will include the Roofing System, Exterior System, Masonry System, Structure System and Electrical System.

In part #2, the instructors will provide training in the Plumbing System, Heating & Air Conditioning Systems, Standards of Practice, Report Writing, Ethics and Contract Law.

266CMR 4.01(2) also requires that a Trainee select, at his/her option, any three additional open Training Credits.

Trainee (“A person in the Associate Training Program for the purpose of meeting the requirements of M.G.L. c. 112, § 223 to qualify for licensure as an Associate Home Inspector).

Understanding all the systems in a home and having the ability to recognize the red flags are extremely complex tasks. Enhancing one’s knowledge and training of this field is necessary to become a licensed MA Home Inspector. This course provides essential insights into running a successful home inspection company by focusing on the knowledge, field practices and report writing requirements as defined in each section of 266 CMR 6.00 Standards of Practice.

For complete information, visit the **MA Board of Home Inspectors** Web Site at: www.mass.gov/dpl/boards/hi

Associate Home Inspector Training Program – (Term 2, 36 hours)

This is part two of a comprehensive training program for those who aspire to become a MA “Associate Home Inspector” in accordance with the requirements of 266 CMR, section 4.00. The course creates the educational foundation of knowledge that a Trainee needs in order to attain Associate Home Inspector status, to pass a written examination approved by the Board and to then begin formal on-the-job one-year training with a licensed MA Home Inspector.

Section 4.01(1) of the regulations states that “training requirements include the successful completion of 75 hours of Educational Training Credits. Class will meet once a week from 6.00-9:15 pm and two veteran ASHI home inspectors (Sherman Price and Robert Mulloy) will provide instruction in this two-part training program. In part #1, training covered the Roofing System, Exterior System, Masonry System, Structure System and Electrical System.

In part #2, the instructors will provide training in the Plumbing System, Heating & Air Conditioning Systems, Standards of Practice, Report Writing, Ethics and Contract Law. **If part #1 was missed, a Trainee may take part #2 and register for part #1 next semester.**

266CMR 4.01(2) also requires that a Trainee select, at his/her option, any three additional open Training Credits.

For complete information, visit the **MA Board of Home Inspectors** Web Site at: www.mass.gov/dpl/boards/hi

An invitation:
Please attend a local **ASHI New England Chapter** meeting of the American Society of Home Inspectors. We meet on the 3rd or 4th Thursday of each month at The Lantana in Randolph, MA and non-members are most welcome. Go to <http://www.ashinewengland.org> and view the “calendar tab” for educational opportunities. Register your email to receive monthly education session notices.

Web Resources:

<http://www.mass.gov/dpl/boards/hi/index.htm> MA Board of Home Inspectors

<http://www.homeinspectionexam.org/> National Home Inspector Examination

<http://www.ashi.com> American Society of Home Inspectors (ASHI)

<http://www.ashinewengland.org> ASHI-New England Chapter

<http://www.bptech.org> Bristol-Plymouth Regional Technical School 508-823-5151 ext. 123