

## STATE OF NEW JERSEY TRAINING POLICY STATEMENT

We will ensure that staff performing licensing and inspection functions for all types of licenses issued by the state are qualified to do so.

An individual will not serve as lead inspector at or senior license reviewer for a licensed facility unless the individual has demonstrated competency in the program training areas applicable to that type of license.

The program training areas and essential elements addressed in each program training area are described in the attached DEP Agreement State Training and Qualification Manual.

An individual can be qualified to perform licensing and inspection functions for certain types of licenses while working towards full qualification for all types of licenses issued by the state. When an individual has demonstrated competency in a particular training area to management, their training record will be updated to document their competency.

Refresher training will be provided, as needed. The provision of refresher training recognizes that inspector and reviewer training does not stop with initial qualification, but that training should be made available for experienced inspectors and reviewers on the basis of need, special circumstances, and the necessity of keeping current with inspection and licensing programs changes and changes in technology.

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