



QUALIFYING INSPECTOR COURSE APPROVAL FORM
Analysis of Findings and Reporting Module (20 hour course)

Provider Name _____

Title of Course _____

Name of Text or Workbook and Author _____

Length of Course
20 hours

Inform Client of what was Inspected & Describe Building Systems & Components by their Distinguishing Characteristics

Length of Unit in Minutes Page #'s

Minimum Information Required (*e.g. property data, construction materials, installation techniques and procedures, locations of main system shutoffs*)

Describing Type of Systems & Location of System Components

Correct Technical Terms to Describe Systems & Components of the Building

SUBTOTAL 200

Describe Inspection Methods & Limitations in the Inspection Report to Inform Client what was not Inspected & Why

Minimum & Critical Information Required in Inspection Report (*e.g. environmental factors, inspection safety limitations, inaccessible areas or components*)

Common Methods used to Inspect Particular Components (*e.g. walk on roof, observe attic or crawl space from hatch*)

Common & Emerging Test Instruments & their Proper Use for Qualitative Analysis (*e.g. moisture meters, carbon monoxide meters, infrared cameras*)

SUBTOTAL 200

Describe Systems & Components Inspected that are not Functioning Properly or are Defective

Expected Service Life of Building & Mechanical Components

Common Indicators of Potential Failure (*e.g. rust & corrosion, excessive or unusual noise/vibration, lack of routine maintenance*)

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Describe Systems & Components Inspected that are not Functioning Properly or are Defective (cont.)

Length of Unit in Minutes
Page #'s

Included Not Included Comments

Common Defects & their Descriptions

Common Safety Issues

Common Test Instruments & their Proper Use for Qualitative Analysis (e.g. moisture meters, CO meters, probes)

SUBTOTAL 200

Describe Systems & Components in need of Further Evaluation or Action

Correct Professional or Tradesperson Required to Effect Repairs or Perform Further Evaluations

Relationships Between Components in the Building

When to Immediately Inform Building Occupants of a Life-Threatening Safety Hazard (e.g. gas leak, carbon monoxide accumulation, exposed energized wires)

SUBTOTAL 200

Describe the Implication of Defects so that the Client Understands What Could Occur if the Defects are not Corrected

Association of Related Defects or Areas Where Systems Interact (e.g. water damaged ceiling with damaged plumbing vent collar above)

Common Defects & their Implications

SUBTOTAL 200

TOTAL MINUTES 1000

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