



ASBESTOS SAFETY TRAINING MEMORANDUM 2008-01
Effective Date: September 22, 2008

The New York State Department of Health (NYSDOH) is issuing this memorandum (2008-01) to clarify the requirements of Title 10, Part 73 of the New York Codes, Rules and Regulations (NYCRR), eff. Nov. 5, 1997 and this Department's policy regarding verification of training credentials (proof of training) for all students seeking accreditation for New York State asbestos safety training refresher courses. In accordance with Title 10, Part 73.3(l)(4) NYCRR, the training provider must maintain this memo in the NYSDOH memoranda file. All training providers accredited by the NYSDOH pursuant to Title 10, Part 73 NYCRR and the EPA Model Accreditation Plan must:

1. Verify that students have successfully completed a New York State approved course of initial training in the same discipline of the refresher course into which they are seeking admission/accreditation. The initial training must have been completed within the previous 2 years of the completion date for the refresher course they plan to attend.

OR

2. Verify that students have successfully completed a New York State approved refresher course in the same discipline of the refresher course into which they are seeking admission/accreditation. The refresher course must have been completed within the previous 2 years of the completion date for the refresher course they plan to attend. **There must also be a history of initial training and any subsequent refresher training all with no greater than a 2 year gap between training completion dates.**

Students, including NYC investigators and out-of-state trainees, who do not meet the above requirements must not be issued a NYSDOH Certificate of Asbestos Safety Training Completion (DOH-2832) or any part of a DOH 2832 certificate, such as the student copy. These students may be referred to the NYSDOH for an equivalency determination to ascertain if their prior training is substantially equivalent to approved New York State Training. If an equivalency is granted, those students may be allowed to attend refresher training, but only after receiving NYSDOH approval in writing.

Training providers may continue to contact the NYSDOH asbestos safety training program for assistance and requests for student training histories, however training providers must perform the following:

- **Check your files** for student training histories in cases where your company has provided previous training. *Pursuant to § 73.3(l)(2)(vi)*, “all appropriate documentation demonstrating initial and any refresher training must be included in the student file or referenced in those instances where the training sponsor has provided the initial training and all subsequent refresher training”.
- **Verify student training histories** before admitting them into the course. Training providers should begin checking student training histories in advance of the start date of the course. *Pursuant to § 73.2(p)*, “training providers must verify initial and refresher training credentials submitted by individuals prior to their enrollment into a refresher program. Verification of training credentials to ensure valid accredited training is a prerequisite for admittance into a New York State Department of Health approved refresher training program”.

If you have any questions regarding this policy or proof of training issues please contact our office at (518) 402-7940.