



PLANT HEALTH ATLANTIC

Integrated Pest Management (IPM) Certification and Accreditation Program

General Information Guide

About this Package

Please read this package carefully. It will provide you with useful information about the Plant Health Atlantic - IPM Certification and Accreditation Programs and will guide you through the participation process. All questions should be directed to:

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What is the IPM Certification and Accreditation Program?

The IPM Certification and Accreditation Program is designed to recognize lawn care companies, golf courses, facilities that manage turf, and other related groups that demonstrate knowledge of, and commitment to, the principles of Integrated Pest Management and plant health for environmentally sustainable turf management.

What are the requirements of the IPM Certification and IPM Accreditation Program?

There are **two components to the Plant Health Atlantic Program**. The *IPM Certification Program* deals with the educational, training, and ongoing professional development requirements for the employees and the *IPM Accreditation Program* deals with the responsibilities and activities of the company or organization. The details of each program are explained below.

IPM Certification Program

Employee Education and Training

Certified IPM Turf Practitioner

An individual can become a Certified IPM Turf Practitioner if they:

- Complete a training program as prescribed by the Standards Committee that encompasses theoretical and applied aspects of integrated pest management in turf and lawn care or have other credentials that satisfy the training requirement.
- Pass an examination as set by the Standards Committee, at a minimum 75% score.
- Pay the examination fee (*See: Fee Structure*). Fee covers the cost of writing of examination, administration of the certification data management system, maintaining the IPM Data base and web page, and annual tracking of Continued Education Credits (CEC's).

Companies and facilities are encouraged to have a number of their staff qualified as Certified IPM Turf Practitioners.

Ongoing Professional Development

To meet requirements for ongoing professional development, a Certified IPM Turf Practitioner must maintain their level of expertise by annually accumulating a minimum of 8 Continued Education Credits (CEC's) or by annually re-passing the examination as set by the Standards Committee, at a minimum 75% score. ***This requirement will take effect following the first full year of certification.***

As of November 1, 2010 the new cut off date for obtaining the mandatory 8 CEC's is now March 31. Example: ***A Turf Practitioner certified prior to January 1, 2010, now has until March 31, 2011 to get their 8 CEC's. A Turf Practitioner certified in 2010 now has until March 31, 2012.***

To retain certification a Practitioner must then annually obtain 8 CEC's before March 31 of the following year or pay a \$200 re-registration fee and pass the IPM Accreditation examination.

IPM Program Coordinator

Organizations (lawn care company, facility that manages turf, or golf course) that want to be recognized as IPM Accredited must designate one of their Certified IPM Turf Practitioners as their IPM Program Coordinator. This individual is then responsible for the development of the IPM program, the keeping of any records as required for Accreditation, and for any staff training.

An IPM Program Coordinator must be a fully Certified IPM Turf Practitioner in good standing.

Continued Education Credits (CEC's)

The system of requiring Continued Education Credits (CEC's) is designed to ensure ongoing education and professional development of the Certified IPM Turf Practitioner. Continued Education Credits are awarded to Certified IPM Turf Practitioner when they attend qualified industry conferences, lectures, training sessions, seminars, or demonstrations that focus on IPM or plant health related principals.

The **Standards Committee** will issue an official registration form designating the number of CEC's for sessions that qualify. Generally a 45-minute session equates to one (1) CEC. A Certified IPM Turf Practitioner must obtain 8 CEC's during each calendar year or re-write the examination in order to be re-certified. *For more detail see the heading: Information Guide for CEC's.*

Official registration forms will be issued for sessions that qualify for CEC's. It is then the responsibility of the person presenting the session to have the attendees complete the official registration form. The completed registration form is forward to the Plant Health Atlantic Administrator, who is responsible for compiling and maintaining the list of Certified IPM Turf Practitioners and a record of their CEC's.

What Qualifies for a Continued Education Credit?

The **Standards Committee** will review all requests and decide which sessions qualify for CEC's. The PHA Administrator will notify IPM Certified Turf Practitioners of training and information sessions that qualify for CEC's. CEC's **will not be awarded** for sessions related to operation of the business, human relations, or financial issues.

Certified IPM Turf Practitioners should get an advance ruling from the Standards Committee before attending industry conference or training session outside of the region.

How do I find out about sessions that qualify for CEC's?

Upcoming sessions that qualify for CEC's will be posted on the PHAC official web site (*PlantHealthAtlantic.ca*). It is the individual's responsibility to ensure they annually accumulate 8 CEC's.

All inquiries and questions should be directed to the Plant Health Atlantic Administrator.

IPM Accreditation Program

Levels of Accreditation

There are three (3) levels of IPM Accreditation: **Baseline, Introductory, and Fully Licenced IPM Accreditation**. Only facilities that meet the requirements for Fully Licenced IPM Accreditation will be acknowledged in publications and on the Plant Health Atlantic web site, and be allowed to display and use the official Plant Health Atlantic fully licensed IPM accredited logo.

The reader should be aware that the IPM Accreditation Program requirements differ for golf courses, lawn care companies, and facilities that manage turf (e.g., Universities, municipalities) because of different needs and operating practices. It is the IPM Program Coordinator's responsibility to ensure that they are following the IPM Accreditation Program requirements that correspond to their type of facility or operation.

1. Baseline IPM Accreditation (Lawn Care)

The Baseline IPM Accreditation is an introduction to the IPM Accreditation Program and is designed to provide the facility with an indication of where they presently are with respect to becoming Fully Licensed IPM Accredited. A facility is awarded the status of "**Baseline IPM Accreditation**" upon designating a Certified IPM Turf Practitioner as the IPM Program Coordinator, completing a questionnaire, agreeing to comply with the Standards of Practice (*See: Definition of Standards of Practice*), and meeting the requirements of a Baseline Desk Audit (*See: Requirements of a Base-line Desk Audit*).

An auditor designated by PHAC will review the information submitted in the Base-line Desk Audit and work with the IPM Program Coordinator on the development of an **Improvement Plan**. The Improvement Plan is based primarily on the information forwarded in the Baseline Desk Audit and functions as a guide for a facility to move to the next level of accreditation (Introductory IPM Accreditation).

In some cases the auditor, on reviewing the submitted Baseline Desk Audit information, may determine that the facility already meets the requirements for Introductory IPM Accreditation. These facilities can then immediately apply for Introductory IPM Accreditation status.

Each municipality, company, franchise location, golf course, branch office, or business is considered to be a separate entity and therefore must submit a separate Base-line Desk Audit and employ a separate IPM Program Coordinator when applying for Baseline IPM Accreditation.

Inquires should be sent to the Plant Health Atlantic Administrator who will then directed them to the Compliance and Enforcement Committee for a final ruling.

Fee for Application for Baseline Desk Audit - (*See: Fee Structure*)

* This fee may be credited toward the cost of an application for a Full Desk Audit if recommended by PHAC and applied for within four (4) months of receiving an Improvement Plan.

2. **Introductory IPM Accreditation**

The Introductory IPM Accreditation is the second level of accreditation recognition. A facility is awarded the status of Introductory IPM Accreditation upon designating a Certified IPM Turf Practitioner as the IPM Program Coordinator and successfully meeting the requirements of a Full Desk Audit (See: Requirements of a Full Desk Audit).

A facility must submit and successfully pass a Full Desk Audit annually to retain its Introductory IPM Accreditation status.

Application Fee for Full Desk Audit - (See: Fee Structure)

3. **Fully Licenced IPM Accreditation**

This is the highest level of accreditation. A facility is awarded the status of Fully Licenced IPM Accreditation on meeting the requirements of Introductory IPM Accreditation and successful completion of an On-Site Audit (See: Requirements of a On-Site Audit).

Requests for an On-Site Audit are made directly with the Plant Health Atlantic Administrator.

Facilities that successfully pass the requirements of an On-Site Audit are designated as Fully Licensed IPM Accredited and will be acknowledged on the Plant Health Atlantic web site, and be allowed to display the Plant Health Atlantic – Fully Licenced IPM Accredited logo.

Each municipality, company, franchise location, branch office, and business that is applying for Full IPM Accreditation must request and pass a separate On-site Audit and employ a separate IPM Program Coordinator.

Application Fee for On-site Audit - (See: Fee Structure)

*Auditor will charge a fee if required to re-visit a location to approve On-site audit.

4. **Maintaining Fully Licenced IPM Accreditation**

A facility must submit and pass a Full Desk Audit annually and an On-Site Audit every three (3) years to maintain Fully Licenced IPM Accreditation status.

Each municipality, company, franchise location, golf course, branch office, or business is considered to be a separate entity and therefore must submit a separate Full Desk Audit, pass a separate On-site Audit and employ a separate IPM Program Coordinator to remain enrolled in the IPM Accreditation program.

Application Fee for Full Desk Audit - (See: Fee Structure).