

STATE OF CONNECTICUT
DEPARTMENT OF CONSUMER PROTECTION
CONTINUING EDUCATION
450 Columbus Boulevard, Suite 901, Hartford, Connecticut 06103
Telephone: (860) 713-6022 Fax: (860) 706-1366

APPLICATION FOR OCCUPATIONAL TRADES CONTINUING EDUCATION PROVIDERS

Course providers shall be subject to continuing education requirements set forth in the Regulations of Connecticut State Agencies Section 20-334d-1.

ALL PROVIDER APPLICATIONS SHALL BE REVIEWED ON A ROLLING BASIS

To offer a course,

Login or create an account at www.elicense.ct.gov
Go to "Initial Application" > Occupational Trades
Select "PLUMBING CONTINUING EDUCATION COURSE (PCE-CRS)"

***The application for each course must include the following:
(See Instructions page for full submission requirements and instructions)***

1	Course Name
2	Classroom Hours
3	Course Offerings
4	License Types Covered
5	Certificate of Insurance
6	CT Sales Tax Cert
7	School Status
8	Instructors
9	Fire Marshal Certificates
10	Policies
11	Course Certificates
12	Advertisements
13	Reference Materials
14	Copyrights
15	Teaching Aids
16	Handouts

APPLICATION INSTRUCTIONS FOR CONTINUING EDUCATION PROVIDERS FOR PLUMBERS

26/27 LICENSE RENEWAL YEAR

- All applications for Providers submitting and requesting approval of the Plumbing Continued Education Program shall be submitted electronically. The following link to a You Tube video is available for anyone to review on how to complete this online application process. The link is: [CE Provider Online Submission Procedures-20220513 130414 Meeting Recording - YouTube](#)
- Providers should submit their completed applications as soon as possible so that review and approvals can be completed. PA 21-37 requires that licensees are to complete their continued education 90 days prior to renewal of their license.
- Each of the following documents shall be uploaded electronically.
 - **Application:** Must be filled out completely
 - **Certificates of Insurance:** Verify the effective dates.
 - **School Status:** Proof of private, public, trade union or trade association.
 - **Certificates:** Copy of certificates to be issued to attendees.
 - Certificates to students shall be on official school stationery showing school name, school code, name of licensee, license number and type, must indicate the Renewal Year, name of course, number of classroom hours, date, and location of course.
 - **Current Fire Marshal certificate:** Indicating acceptable use of each facility.
 - **Advertisements:** Copy of all advertisements to be used.
 - **Policies:** Copy of school policies for tuition, related costs, cancellations/refunds
 - **Offerings:** Dates, hours, and locations of all classes.
 - **Instructors:** Names, addresses, CT occupational license number and resumes for all instructors that will be teaching. Any changes (additions or deletions) to the instructor list must be uploaded to the course.
 - **References:** List of all reference materials to be used.
 - **Teaching aids:** Copy of any teaching aids such as Power Point, etc.
 - **Handouts:** Copy of bound handout to be distributed to each attendee or provided electronically for on-line classes, which includes laws and standards, safety, power point presentations and applicable calculations. Materials unrelated to the course content and advertisements shall not be included in course handouts or otherwise provided during the course.
- Providers who desire to add any training locations or add/change any instructors that have not been previously approved to their schedules must submit for approval at least **60 days** prior to the intended date of usage.
- Providers are required to have each attendee sign a “sign in/sign out” sheet at the beginning of each class, at the end of each class, and each time an attendee leaves the room during such course. Providers must retain copies of attendance sheets for four (4) years after each course.

- Certificates of course completion shall not be distributed to any attendee until the very end of the class, at which time the person who is named on the certificate must be present and have attended all the prescribed hours of the class before the certificate is issued to such person. No certificates shall be issued to any person who is not in attendance at the end of the class. For on-line classes, and only for those people that have attended the entire class, certificates of completion shall be mailed to that attendee.
- At the completion of each course, Providers must provide PSI Examination Services (“PSI”) an electronic file for each of their students. Such electronic file shall comply with all the data fields required by PSI in the template mandated by PSI. **All reports must be transmitted to PSI within 14 calendar days of each completed course.**
- Once the application is processed and approved, the Provider will receive written confirmation that their course(s) have been fully approved. Without receipt of the written notification, a Provider shall not conduct or advertise for such courses.
- **IMPORTANT NOTICE:** Please be advised of the following changes to Continuing Education requirements which all approved providers will need to adhere to. These changes are incorporated in HB5330, PA 22-104, Section 42. The following is a link to PA 22-104 for your reference. <https://www.cga.ct.gov/2022/act/Pa/pdf/2022PA-00104-R00HB-05330-PA.PDF>
 - In person class size will be limited to 50 attendees
 - Online classes will be limited to 25 attendees
 - No Classes will be offered or held at a contractor’s place of business
 - Providers shall retain an audio-visual recording of each class for a period of 30 days after the class and make such recording available to the department upon request.

**STATE OF CONNECTICUT
DEPARTMENT OF PUBLIC SAFETY**

*DIVISION OF FIRE, EMERGENCY & BUILDING SERVICES
OFFICE OF STATE FIRE MARSHAL*



On (date) _____, the (Town/City) _____ Office of the Fire Marshal conducted an inspection of (name of facility) _____ located at (address) _____ in the City/Town of _____ to determine the degree of compliance with the fire safety requirements of Connecticut General Statutes Chapter 541 as authorized by Section 29-305 of the statutes. This facility was evaluated as a (new/existing) _____ (occupancy classification) _____ as classified by the CONNECTICUT FIRE SAFETY CODE. As a result of this inspection, the following conditions were found:

- I. At the time of inspection, no code violations were identified. **Certificate of approval recommended.**
- II. At the time of inspection, conditions were discovered to be contrary to the minimum requirements of these codes. An acceptance plan of correction was submitted. (See attached information) **Certificate of approval recommended.**
- III. At the time of inspection, conditions were discovered to be contrary to the minimum requirements of these codes. No approved plan of correction was submitted. (See attached information) **Certificate of approval NOT recommended.**
- IV. Based on the extreme hazard to the public safety discovered at the time of this inspection, this office is currently seeking an injunction from the court through our Town/City Attorney for the purpose of closing or restricting usage of this facility by the public. (See attached information) **Certificate of approval NOT recommended.**

Fire Marshal Name & Signature _____ Date _____

City or Town

Please Note: A fire marshal inspection is valid for one year from the date of the last inspection.

STATE OF CONNECTICUT
 DEPARTMENT OF CONSUMER PROTECTION
 OCCUPATIONAL & PROFESSIONAL LICENSING DIVISION

EVALUATION FORM FOR PLUMBING CONTINUING EDUCATION COURSE

**TO BE FILLED OUT BY THE STUDENT AND MAILED TO THE ADDRESS BELOW, OR
 FILL OUT ON LINE AT: <https://portal.ct.gov/occeval>
 PROVIDERS ARE NOT PERMITTED TO COLLECT, PROCESS OR DELIVER THIS INFORMATION**

Date: _____ Email Address: _____ Phone: _____

Student Name: _____

School Name: _____ Course Name: _____

Location of Class: _____ Time: _____ Course Date: _____

Each instructor shall be evaluated by the students at the end of the course. Please rate your instructor and course in the following categories. Circle your choices.

INSTRUCTOR / FACILITY	POOR	FAIR	GOOD	VERY GOOD
1. Started and ended class on time	1	2	3	4
2. Instructor's delivery of subject matter	1	2	3	4
3. Level of preparation for the class	1	2	3	4
4. Knowledge of the subject	1	2	3	4
5. Ability to answer questions	1	2	3	4
6. Rapport with the class	1	2	3	4
7. Made learning enjoyable	1	2	3	4
8. Enthusiasm	1	2	3	4
9. Depth of coverage	1	2	3	4
10. Taught the course as it was advertised	1	2	3	4
11. Gave me information that will benefit	1	2	3	4
12. Overall evaluation of the Instructor	1	2	3	4
13. Registration process	1	2	3	4
14. Staff handled in a professional manner	1	2	3	4
15. Materials (handouts)	1	2	3	4
16. Course content	1	2	3	4
17. Overall evaluation of the course	1	2	3	4
18. Accommodations of Facility	1	2	3	4
19. Was the class physically attended or virtually online _____virtual _____physically in person				
20. If Virtual online, was the internet connection maintain for the duration of class Yes No				
21. If connection not maintained, estimate percentage of class time to reestablish _____				
22. Is your preference to take the class _____virtually online or _____physically in person?				
Comments: _____				

Mail to: Department of Consumer Protection
 Occupational & Professional Licensing Division
 John Mesner
 450 Columbus Boulevard, Suite 901
 Hartford, Connecticut 06103

State of Connecticut Department of Consumer Protection Plumbing, Piping, and Examining Board Continuing Education Curriculum 2026–2027

I. Legal and Licensing Framework

This section outlines the legal definitions, licensing requirements, and continuing education obligations for plumbing professionals in Connecticut.

A. Statutes Governing Plumbers (CGS Title 20, Chapter 393)

- **Section 20-330:** Defines “plumbing and piping work,” including installation, maintenance, repair, and replacement of water, gas, and related systems.
- **Section 20-334:** Licensing requirements for contractors and journeymen.
- **Section 20-334d:** Continuing education requirements for license types and accepted topics.
- **Section 20-332-1:** Official definitions (e.g., “plumber,” “piping maintenance”) per state regulation.
- **Section 20-334g:** Exclusions for solar thermal work, with repair exceptions.

Summary: These laws define who may perform plumbing work, what qualifies as such, and how to maintain licensure through continuing education.

II. Permit and Code Compliance

Understanding permit rules and code enforcement procedures is essential to legal and safe plumbing installations in Connecticut.

A. Permits and Code Enforcement

- **IBC Section 105.4:** A permit does not allow code violations; the building official may require corrections or deny occupancy.
- **IPC Section 106.1:** Permit application procedures; may be submitted by property owners or authorized representatives.
- **IPC Section 106.2:** Lists work exempt from permit requirements (e.g., minor repairs, clearing stoppages).

B. Building Code References and Adoption

Connecticut modifies national model codes through specific adoptions:

- **CSBC Section 101.2.1 – Gas Systems:**
 - Connecticut **does not adopt the International Fuel Gas Code (IFGC)**.
 - Instead, the following apply:
 - **NFPA 2** – Hydrogen Technologies Code
 - **NFPA 54** – National Fuel Gas Code
 - **NFPA 58** – Liquefied Petroleum Gas Code

Summary: Connecticut follows specific permit and inspection procedures and substitutes key NFPA codes in place of the IFGC for gas systems.

III. Building Types and Code Use

Clarifying building classifications helps ensure the correct application of plumbing and mechanical codes.

A. Residential vs. Commercial Classifications

- **Residential:** One- and two-family dwellings, townhouses, and Group R-2, R-3, and R-4 buildings (≤ 3 stories).
- **Commercial:** All other buildings.

B. Code Usage by Building Type

- **IRC** – Applies to residential structures
- **IPC** – Applies to commercial installations

Summary: Determining the correct building type ensures proper code selection and project compliance.

IV. Continuing Education Requirements and Administrative Notices

This section outlines timelines, accepted CE content, and steps for maintaining license accuracy.

A. New CE Rules (Effective 2025)

- **CE Deadline:** Must be completed by **July 31 of every odd-numbered year.**
- **License Expiration Date:** October 31 (unchanged).
- **Action Required:** Sign up early for CE to avoid delays. Visit the DCP site for full requirements and approved providers.

Approved CE Topics Include:

- State-specific plumbing code updates
- Building classifications and code usage
- NFPA 54 and 58 requirements
- **OSHA Safety Standards for Plumbing Work (NEW):**
 - Trenching and Excavation Safety – 29 CFR 1926 Subpart P
 - PPE Requirements – 29 CFR 1910 Subpart I
 - Lockout/Tagout Procedures – 29 CFR 1910.147
 - General jobsite hazard awareness and mitigation

B. Updating DCP Contact Information

Option 1 – Online:

- Visit <https://eLicense.ct.gov>
- Log in → “Address and General Maintenance” → Update your information
- For support: dcp.online@ct.gov

Option 2 – Email Directly:

Send to dcp.online@ct.gov with:

- Full name
- License type and number
- Current and new email and mailing addresses

Summary: CE must now include OSHA training components to reinforce safety awareness. Licensees must also keep DCP contact information accurate and current.

V. Legislative and Regulatory Updates (2023–2025)

This section reviews recent legislative and policy changes impacting plumbing work in Connecticut.

- New Department of Labor Apprentice Ratios - New ratio relief process PA 25-47
- Connecticut Public Health Code Revisions – Chapter 14
- Code Comparison: 2021 IRC vs. 2024 IPC
- Guidance on selecting appropriate codebooks by building type

Summary: Being aware of current legal and regulatory updates ensures plumbers can work efficiently and within compliance.

VI. Code Changes: 2024 IPC and Related Standards

Significant code changes affect both installations and CE content requirements.

A. Mandatory CE Course Topics

- “Significant Changes to the IPC®, IMC®, and IFGC®, 2024 Edition” (Chapters 25–33)

B. Gas Piping

- **IRC 2024 Chapter 24:** Updated residential gas piping installation guidance
- **CSBC 101.2.1 Reiteration:** Reinforces that IFGC is replaced with NFPA 54 and 58 in CT

Summary: Staying current with the latest code editions and NFPA adoptions is essential for lawful installations.

VII. Safety Requirements: Emergency Equipment and Jobsite Protection

Workplace safety is a legal and ethical responsibility. This section reviews jobsite standards and required emergency equipment.

A. OSHA Jobsite Safety Standards

Plumbers must follow applicable OSHA rules, including:

- **29 CFR 1926 – Construction Safety:** Fall protection, trenching, ladders, confined spaces
- **29 CFR 1910 Subpart I – PPE:** Gloves, goggles, face shields, etc.
- **29 CFR 1910.147 – Lockout/Tagout (LOTO):** Control of hazardous energy
- **Excavation Safety (Subpart P):** Protective systems for trenches over 5 feet

B. Eyewash and Shower Station Compliance

Required where corrosive materials are present:

- **ANSI ISEA Z358.1**
- **OSHA 29 CFR 1910.151(c)**

C. Key Specs

- **Response Time:** Must be within 10 seconds or 55 feet
- **Flow Rates:**
 - Eyewash: 0.4 GPM
 - Eye/face wash: 3 GPM
 - Shower: 20 GPM
- **Other Requirements:**
 - Tepid water (60–100°F)
 - Shower head: 82–96 inches high
 - 20” wide flow pattern at 60” height
 - Accessible path: lit, level, signed, unobstructed
 - No self-closing valves; shut-offs must be locked open

Summary: Understanding and applying OSHA and ANSI standards protects workers and ensures compliance with federal safety laws.

VIII. Specialized and Emerging Topics

This section highlights evolving industry areas that require awareness beyond traditional plumbing skills.

A. Radon Mitigation

- Plumbing components in sub-slab depressurization systems

B. Appliance Venting

- UL 1738 materials
- Manufacturer’s installation instructions and failure indicators

C. Energy & Pool Codes

- **IECC:** Residential & commercial energy efficiency standards for plumbing
- **International Swimming Pool and Spa Code:** Safety and plumbing for pool systems

D. Electrical Work by Plumbers

- Scope of allowable work
- Grounding/bonding per **NFPA 54 & 58**

Summary: Plumbers must stay informed on cross-disciplinary topics such as ventilation, energy codes, and permissible electrical work to meet today's project demands.

IX. State Amendments and References

Connecticut's plumbing professionals must regularly consult state-specific references and official amendments.

A. Key State Documents

Connecticut State Building Code (CSBC)

- **2022 CT State Building Code (PDF – Plumbing section)**

Summary: Reference official state documents to ensure your work aligns with Connecticut-specific amendments and interpretations.