



Setting the Standards for  
Home Energy Efficiency

## Final Standard Amendment

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**Title:** MINHERS Chapter 9-2013, Addendum 33, QAD Certification  
**Date Approved:** August 9, 2018  
**Date Effective:** September 8, 2018  
**Standards Committee:** Standard Development Committee 900 (SDC 900), Quality Assurance

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### Justification:

Quality Assurance Designees should be trained on how to do quality management as it applies to the Rating Process. The best way to do that is to have a mentorship with an existing Quality Assurance Designee. Being mentored in the field and in the office gives a better grasp of doing the “QAD job” than *only* doing HERS Ratings. Completing 25 confirmed HERS Ratings is not sufficient to qualify as the reviewer of other peoples’ work. Allowing practical experience for the QAD Certification means we can have people trained specifically for quality management in the Rating Process.

Additionally, this benefits the independent rating providers which do not perform in-house HERS Ratings. Those who do not compete with their clients (i.e. do HERS Ratings), can have a more difficult time completing the minimum 25 ratings. This amendment allows independent rating providers to train staff for that specific job, while still having a relatively high threshold to meet in order to achieve the certification. Ten mentored field QAs and twenty mentored file reviews require a significant amount of time from the candidate and the mentor.

*Modifications to the chapter are given below in underline/strikeout format*

## **Chapter Nine**

### **RESNET Standards**

#### **RESNET National Standard for Quality Assurance**

#### **904 Quality Assurance Designee (QA Designee)**

**904.1** A Rating Quality Assurance Provider shall designate one and only one officer, employee, or contractor to be the Primary Quality Assurance Designee for the organization, responsible for quality assurance within the organization. This does not preclude a Provider from having more than one QA Designee on staff or as a contractor, as may be necessary for business models where QA Designees do Ratings. The Primary QA Designee shall have ultimate responsibility, on behalf of the QA Provider, for fulfilling the requirements listed in [Section 904.8](#) and who shall be the single point of contact to RESNET regarding all Quality Assurance matters. All QA Designees shall meet each of the minimum requirements to be a QA Designee as stipulated in this Section.

**904.2** The designated officer, employee, or contractor responsible for quality assurance shall meet the following minimum requirements:

##### **904.2.1** Previous certification as a Home Energy Rater;

**904.2.21.1** As a certified Home Energy Rater, complete confirmed ratings on a minimum of twenty-five (25) homes prior to becoming a QA Designee;

**904.2.2.1.1.1** A QA Designee must confirm that the minimum requirements to be a QA Designee and Delegate, as set forth in this Section 904.2, have been met.

**904.2.2.1.1.2** Five (5) of the twenty-five (25) required confirmed ratings for a QA Designee must be individually reviewed by a QA Designee, three (3) of which may have been included in the annual QA process for a QA Provider in the previous twenty-four (24) months. The five (5) reviewed ratings shall be field reviews in accordance with Section 903.4.2.

**:OR**

**904.2.1.2 Complete QA Field reviews on a minimum of ten (10) homes and QA File reviews on a minimum of twenty (20) homes under the supervision and mentorship of another Quality Assurance Designee.**

**904.2.3.2** To be eligible to QA a particular rating type (e.g. sampled, survey/audit), a QA Designee must have completed a minimum of five (5) of that rating or project type or alternate qualification criteria established by RESNET in consultation with the Quality Assurance Committee;

**904.2.4.3** Passing the RESNET Quality Assurance Designee Test.

**904.2.43.1** The requirements of 904.2.2 and 904.2.3 must be met within twelve (12) months of passing the RESNET Quality Assurance Designee Test, or the individual must pass the test again prior to being recognized as a QA Designee.

**904.2.5.4** Submit an application to RESNET and be recognized as a qualified QA Designee.