



Massachusetts Public Health Inspector Training – Housing

Syllabus 2020

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Course Goal

This course is designed to train public health and housing officials to comprehensively and uniformly enforce housing-related laws and regulations, including State Sanitary Codes (SSC) 105 CMR 400.000: General Administrative Procedures (400) and 410.000: Minimum Standards of Fitness for Human Habitation (410).

Intended trainees are from municipal and state agencies charged with enforcement of these laws and regulations as well as attorneys, court personnel, and others who work on housing-related matters.

Learning Outcomes

After completing this course, participants will be able to:

- Inspect various types of housing to protect the health, safety, and well-being of occupants and the general public, in accordance with state laws and regulations
- Conduct appropriate enforcement procedures until compliance with regulatory standards is achieved

Overview

This course is taught in a blended format and generally takes six to nine months to complete, with a one year maximum.

Participation in the course requires:

1. Written supervisor approval
2. Completion of pre-tests, post-tests, and evaluation forms (online)
3. Completion of five elements, in this order.
 - a. Four self-paced E-Learnings
 - b. Three days of classroom training
 - c. One virtual training inspection
 - d. Five supervised field inspections with a field trainer
 - e. Online final assessment



Course Overview

Course Element (details on Moodle – course learning management system)	Important Dates	Assignments
1. Pre-classroom Assignments	Due before 5/6/20	<ul style="list-style-type: none"> • Complete four self-paced E-Learnings • Submit a certificate of completion for each one, on Moodle course page • Complete online classroom pre-test
2. Classroom Sessions (3) MDPH Offices, 67 Forest Street, Marlborough, MA 8:00 – 3:30 each day	Day 1: 5/6/20 Day 2: 5/7/20 Day 3: 5/12/20	<ul style="list-style-type: none"> • Attend all three days • Complete an online evaluation at the end of each day (on Moodle course page) • Print or save contact hour certificates
3. Virtual Housing Inspection	Dates will vary, but complete prior to beginning supervised field inspections	<ul style="list-style-type: none"> • Download/install virtual housing inspection app • Complete virtual housing inspection and online evaluation • Print or save report <ul style="list-style-type: none"> ○ Upload to Moodle course page ○ Share with field trainer
4. Supervised Field Inspections with a Field Trainer	Dates will vary, but complete prior to taking final online assessment	<ul style="list-style-type: none"> • Select field trainer • Schedule field training • Complete at least five inspections and online evaluation • Complete field training log <ul style="list-style-type: none"> ○ Upload to Moodle course page
5. Final Online Assessment	Dates will vary, but complete within one year of starting classroom training	<ul style="list-style-type: none"> • Complete final online assessment (allow two – four hours) • Complete online course evaluation • Print or save Certificate of Completion



Co-Sponsors and Collaborators

2020

- Boston Inspectional Services Department
- BUSPH-led New England Public Health Training Center
- Local Public Health Institute of MA (LPHI)
- Massachusetts Department of Public Health
- Massachusetts Health Officers Association

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In 2009, program planning was initiated by Kathleen MacVarish - Boston University's School of Public Health (BUSPH), Paul Halfmann - MA Department of Public Health's (MDPH) Community Sanitation Program and Dion Irish - Boston Inspectional Services Department (ISD). Additional partners joined the planning team: Leon Bethune - Boston Public Health Commission, Phyllis Boucher - MA Health Officers Association (MHOA), Regina Hanson - ISD, and Ruth-Ellen Sandler -MHOA. As the program matured, the planning team became the implementation team and added members. The current team includes: Paul Halfmann Regina Hanson, Kathleen MacVarish, Amy Riordan, Dawn Sibor, Kerry Dunnell, and Seth Eckhouse. The team is responsible for the program being offered one – two times per year since 2010.

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Special Note

The MA PHIT model and LPHI's online modules were recognized by the National Association of County and City Health Officials as Model Practices. MA PHIT Housing was awarded the Massachusetts Environmental Health Association Innovative Award in 2011 and received special recognition from MHOA for its 10 year anniversary.