

# Sponsor Update

A PUBLICATION OF THE PESTICIDE MANAGEMENT DIVISION

VOLUME 1, ISSUE 4

DECEMBER 2011

## New barcode attendance verification goes live

It's time to tell your attendees to get those plastic WSDA license cards handy because the rumors are true and the barcode attendance verification system is in full effect. After conducting extensive field testing in both Eastern and Western Washington, our bar-coding attendance verification system is going mainstream. This quick and effective approach to capturing licensee attendance requires just one thing, the WSDA issued plastic license card. You might wonder, what would happen if an attendee's card had been lost or forgotten? Not to worry. Our staff has the ability to give credit where credit is due by looking-up an attendee by their WSDA license number or first and last name. It just takes a little longer.

What's the benefit to this new attendance verification system, you ask? One major incentive for the attendee is that their earned credits will be uploaded and available on their Internet record within a couple of days. Prior to this system, credits would sometimes take several weeks to appear online as WSDA staff hand-entered the records. With this electronic bar-coding system, staff can simply click the "upload" button once returning to the office and the credits are available for licensees to see within the next twenty-four hours. In addition to this vast advance in efficiency, the bar-coding system also gives staff the on-site ability to capture that a licensee needs a replacement WSDA license card printed and mailed. Also, if an attendee needs to leave a course early, we can precisely mark the time they leave and adjust credits accordingly.

A key responsibility of a course sponsor is to notify their attendees when and where the bar-coding attendance verification system will take place. WSDA staff will have a white board outside the main entrance to the course which will clearly list the time of day that bar-coding will take place. In addition, WSDA will have a complete bar-code schedule for multi-day courses. It is strongly recommended that the sponsor make an announcement before every bar-coded session so that attendees are aware of the purpose and procedure of the system, and simply, that they do not forget to get their attendance recorded at the end of the session.

It is important to understand that this bar-coded attendance verification system will not be used at every recertification course accredited by WSDA. Select recertification courses, most often the largest of our accredited courses, will be the ones typically bar-coded. Because these large courses will no longer require hand-entry, the remaining courses will be entered sooner, further improving the real-time nature of the online credit reports.

## Role of a WSDA monitor

One requirement of all WSDA-approved recertification courses is that a WSDA monitor be allowed to attend without charge. The role of the monitor is to determine if the course content matches that of the approved agenda and ensure that the sponsor is complying with WSDA requirements (i.e. only putting out attendance rosters at the conclusion of the recertification sessions). If speakers do not cover the topics approved and the ones they do cover do not qualify for credit, the monitor may recommend a reduction in the allotted credits. Conversely, if more time is spent on credit-worthy topics than was included on the agenda, the monitor can recommend an increase in credits. A final decision for a credit change is made by Olympia administrative staff after a thorough review of the course information. This will include an interview of the course sponsor and possibly one or more speakers.

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## CONTACT US

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Inquiries regarding availability of this publication in alternative forms should be directed to WSDA at (360) 902-1976 or Telecommunications Device for the Deaf (360) 902-1996.

## Looking for more?

[Recertification Website](#)

[Search for a course](#)

**Questions?**  
[recertification@agr.wa.gov](mailto:recertification@agr.wa.gov)

## Update on online features

### ORRCA

In the [2010 edition](#) of the *Sponsor Update*, WSDA highlighted the soon-to-be-released Online Request for Recertification Course Accreditation (ORRCA). Unfortunately, our developer was pulled into other WSDA projects, resulting in a delay in implementation. Our current estimate is for a late spring 2012 launch. Once ORRCA is ready for use, recertification sponsors will receive an email notification that includes complete instructions for use.



ORCCA will fully automate the course submittal process. Sponsors will set up online accounts that they and their assistants can access at any time and use for all courses that they submit. When a sponsor is ready to submit a course, they will access their account, input information about the current course and submit it along with an electronic agenda. Any correspondence to and from WSDA will occur electronically as well. This new system will streamline the accreditation process by making it easier for sponsors to submit courses.

No more paper forms and repetitive entry of contact information. Since the data entered by sponsors will be uploaded into the WSDA database, there will be less data-entry by our recertification staff, which should speed up the accreditation process.

### Online Renewals

WSDA has successfully implemented [online renewals](#) for all non-Commercial Applicator licenses. (Phase 2, which incorporates the CA license, should go live spring 2012.) People can renew all their qualifying licenses and/or the licenses of multiple people during one transaction using an electronic check. Payment of license fees, in addition to a \$1 convenience fee, is handled on a secure US Bank website. Renewing multiple licenses at once requires only one transaction fee. Upon successful completion of the transaction, the applicant will receive a renewal confirmation email from WSDA. While the WSDA database is updated immediately, the license record will not be updated on the WSDA [website](#) until the following day. WSDA is currently exploring expansion of the service to include bank cards.

## Course credit information

- One credit = 50 minutes.
- WSDA only assigns whole number credits.
- A course must have at least 100 minutes of credit-worthy topics to be accredited.
- To make attendance documentation as easy as possible and to squeeze as many credits as possible from your courses, WSDA recommends that you group credit topics together. Documentation is easier because you reduce the number of times you have to put out, monitor and collect attendance rosters. In addition, combining topics with partial credit together can result in the presentations receiving credit they wouldn't be granted if they were split into different sessions. Example: You have a morning session with 75 minutes of credit-worthy material and an afternoon session with 125 minutes. Because they are separate sessions, you will only get 1 credit for the morning session and 2 credits for the afternoon session. If they were combined into the same session, you would have a total of 200 minutes or 4 credits (200/50 = 4).
- Don't print credits on your course flyer or website until WSDA has finished the approval process. If you must mail a flyer prior to accreditation, we recommend that you indicate that credits have been applied for and then update your website with final credit information once the course is approved.
- A change has been made to the data returned when conducting a [search](#) on open recertification courses. The column that reports assigned credits now includes not only total credits but also the number that has been designated as weed control credits. This is important for [Limited Private Applicators](#) who must earn all of their credits in topics related to weed control. Note: Since aquatic applications are not allowed by the LPA license, topics related to aquatic weed control are not included in the weed control credits.
- Attendance at recertification courses is documented in one of three ways:
  - Sign-in rosters
  - Certificates\*
  - Electronically via the barcode on license card\* \* Requires WSDA Staff

## Topics of interest to licensees

WSDA recommendation for recertification topics in the coming year:

### Second Round of Soil Fumigant Label Changes Delayed

As reported in [last year's Sponsor Update](#), the U.S. Environmental Protection Agency (EPA) implemented new risk-mitigation measures for soil fumigants to protect pesticide handlers, reentry workers, and bystanders from risks resulting from exposure to these pesticides. The soil fumigants methyl bromide, chloropicrin, dazomet, metam sodium, metam potassium, and chloropicrin-containing 1, 3-dichloropropene (Telone) are all subject to the new requirements. The first set of risk-mitigation measures began appearing on labels released after Dec. 31, 2010; a second set, originally set for Dec. 2011, are now expected sometime in mid-to late 2012. These labels will include requirements for applicator training and application buffer zones.

- **Applicator training** – EPA is requiring that registrants provide fumigant-specific training to applicators. This training is required every three years. In lieu of training, applicators can take a soon-to-be-developed WSDA Soil Fumigation exam. WSU will release a companion study manual when the exam is available. Once applicators have the new category, they do not need retraining as long as they meet recertification requirements. Note: The existing Soil Fumigation category does not satisfy this training requirement because that exam does not address the new mitigation measures.
- **Buffer zones** - The buffer distances will be variable, depending on site conditions, size of the area treated, application rate and equipment used. Buffer zone tables will be included on labels. Buffer zones may be reduced by using buffer “credits” for practices and site conditions that reduce emissions.

For additional information, go to the [EPA website](#).

### ESA and Pesticide Use in Agriculture

WSDA's [Natural Resources Assessment Section](#) (NRAS) has published a white paper, *The Endangered Species Act and the Impacts to Pesticide Registration and Use*. This report details the effects of Endangered Species Act-related litigation aimed at protecting threatened or endangered salmon on EPA's pesticide registration process. WSDA predicts that growers will be unable to use affected pesticides on up to 75% of Washington farmland. Continued litigation by environmental groups has widened the scope of review of pesticide registration under the ESA to include listed species nationwide. To resolve technical issues on the consultation process between EPA and the National Marine Fisheries Service the National Research Council has formed a [technical review committee](#) to examine the assumptions and methods used. For further information, contact NRAS at (360) 725-5768.

### Herbicide Contamination of Dairy Derived Organic Matter in Whatcom County

Effects of aminopyralid residues in dairy organic matter (manure, composted manure, silage) applied to broadleaf crops on farms and gardens in Whatcom County have been seen in 2009 and 2010. Aminopyralid, a broadleaf herbicide registered for use on grassland and rangeland, will cause damage to sensitive broadleaf plants such as tomato, beans and peas; these plants will usually not die, but will produce no or few, low quality fruit. It is registered under several product names to control many broadleaf weeds, including invasive and noxious weeds, on grass crops as rangeland, permanent grass pastures, as well as non-cropland areas. [More...](#)

## Finding last minute credits

Do you have an employee or customer who needs a couple of last minute credits? WSU's Pesticide Education Program has several [online](#) recertification courses. They each earn one credit and cost \$15. In addition, a number of other entities have open Internet courses that licensees can take for varying number of credits and cost. To view a complete listing, follow the following steps:

- Go to WSDA's [Recertification Course Search Page](#)
- Select “Internet” under course type
- Hit “Submit.” The search returns all Internet courses approved by WSDA for 2011.

One note of caution – technology does not always cooperate so licensees should get critical courses out of the way as soon as possible. Waiting until 11 p.m. on Dec. 31<sup>st</sup> does not allow any room for error. Additionally, WSU staff will be on furlough the last week of Dec. and unable to assist licensees with any questions or computer issues.

## Have you been to WSDA's [Recertification Website?](#)

### Here You will Find:

- Recertification Requirements
- How to Find Courses
- Tracking Licensee Credits
- How to Sponsor a Course
- Fact Sheets/ Publications
- Past Sponsor Newsletters
- Recertification Course Listings



### Comments?

We want to hear from you! Do you have questions? Would you like more information about a certain topic? Do you have suggestions that could improve our newsletter? Let us know, we would appreciate your input. Please email any and all comments to Kortnie Brockwalder at [kbrockwalder@agr.wa.gov](mailto:kbrockwalder@agr.wa.gov)

## Past editions chocked full of useful information

The past three editions of the [Sponsor Update](#) have included many articles to help recertification sponsors easily navigate the course accreditation process and keep them informed on relevant activities within the Pesticide Management Division.

Please visit our website to locate any of the following articles:

### 2010 Edition

- Collecting attendance records electronically (Note: Update about bar-coding can be found on page 1)
- Confusion continues with equivalent/concurrent sessions
- News Updates - soil fumigation labels and pesticide violations
- Course and credit information available online

### 2009 Edition

- Avoiding an accreditation slowdown
- Successfully communicating with WSDA Recertification Staff
- Finding course and license records on-line
- New delinquent roster notification process
- Changes to the annual recertification credit report

### 2008 Edition

- Ensuring a smooth accreditation process
- Understanding how credits are assigned
- Web resources
- Roster do's and don'ts
- Understanding equivalent & concurrent courses

## Know your responsibilities

Whether you have been a long time sponsor or just starting out, sponsoring a recertification course carries with it many responsibilities. While many non-recertification duties must be handled by the sponsor before, during and after the course, it is imperative that due consideration be given to your responsibilities as a recertification sponsor. If you will be busy the day of the course, make sure to assign roster duties to another staff member. There is a detailed article on "Roster do's and don'ts" in the [2008 edition](#) of the [Sponsor Update](#). If you are using session monitors, make sure they know if their session is receiving credits. If so, have them announce the procedure for documenting attendance. Otherwise, you should be sure to make the necessary announcements.

### Important points to remember:

- Make sure that speakers adhere to the approved agenda. If their talk does not include enough discussion to warrant the assigned credits, you should supplement with another presentation. WSDA recommends that sponsors have a back-up presentation, either by an on-site speaker or via a recording, which meets the recertification criteria in case of a deviation from the approved agenda.
- Report all changes to the approved agenda to WSDA at the time you submit the attendance rosters.
- The topics WSDA does/does not approve as well as sponsor responsibilities are detailed on page 2 of the [Recertification Policy](#). In addition, you will be provided instructions upon approval of your course that details your role. It is your responsibility to know what is expected of you when you become a sponsor. The integrity of the recertification program is dependent upon your actions.