**Section 830.2200 Integrated Pest Management Course Content**

a) Integrated pest management (IPM) courses shall cover, at a minimum, the following topics:

1) Definition of integrated pest management in accordance with Section 3.25 of the Act;

2) Development of an integrated pest management plan;

3) Development of an official integrated pest management policy statement;

4) Designating pest management roles;

5) Setting pest management objectives;

6) Inspecting, identifying, and monitoring for pests using, at a minimum, the following basic investigative techniques:

A) Common locations to look for specific pests;

B) Determining the evidence of pests;

C) Trap placement, inspection, and trap record keeping;

D) Basic pest identification; and

E) Communication of findings to staff and pest control operator;

7) Setting action thresholds and determining response times;

8) Applying integrated pest management strategies;

9) Evaluating results and record keeping;

10) Selection of a proper pest control contractor for IPM;

11) Safety issues, including the proper storage of pesticides, notification of application requirements, and label information; and

12) Overview of the requirements of the Act and this Part pertaining to integrated pest management in public schools and licensed day care centers.

b) The Department has published a guide on integrated pest management that shall be used in the development of an integrated pest management course. The guide can be found on the Department's web page at: http://www.idph.state.il. us/envhealth/ipm/index.htm.

c) The sponsor is responsible for establishing a system such as a sign in/out roster that verifies that participants have attended the training program throughout its stated length.

d) Courses shall incorporate audio-visual aids, handouts or demonstrations to help assure audience attentiveness and comprehension. In addition, a written evaluation form, provided by the sponsor, shall be included for completion by all participants. The course sponsor shall use the evaluation form to improve course content and presentation.

e) The course sponsor shall be responsible for notifying all interested participants of the course date, time, and location.

f) All course material and evaluations, as outlined in this Section, and the list of participants, as outlined in Section 830.2400, shall be kept for a minimum of five years and shall be available to the Department upon request. Electronic copies of these materials will be acceptable.

g) The sponsor shall, upon request, allow reasonable access by the Department to all of the records.

h) If a training provider ceases to conduct training, the training provider shall notify the Department and provide the Department the opportunity to take possession of that provider's integrated pest management training records.

(Source: Added at 37 Ill. Reg. 3288, effective March 1, 2013)