

## **Requalification Policy for Work Zone Traffic Control Qualification Program**

Policy: Work Zone Traffic Control Technician and Supervisor Qualifications expire every five years. After the five year mark, participants will requalify with the respective requalification course. (The requalification courses are a four hour condensed version of the full day course.) Once a participant has received their supervisor qualification they only need to requalify for supervisor. If a participant has allowed their supervisor qualification to expire, they will have to retake the full day technician and supervisor training. Starting the process over is due to the fact that the technician qualification is a prerequisite for the supervisor qualification.

**Between now and July 1, 2019, participants that have not taken the requalification course and their qualification has expired, can still take the requalification course or full day course. This means that if an individual has supervisor qualification and they have expired, they will not have to start the process over again by taking technician, they can instead take the full day supervisor, or attend the additional requalification date. After an individual successfully passes their Technician and/or Supervisor qualification, they will be qualified for five years.**

Starting July 1, 2019: Individuals looking to requalify for Work Zone Traffic Control must attend a requalification course prior to their expiration date (five years after course date on certificate and wallet card). For those with valid (unexpired) Supervisor qualification, only the Supervisor Requalification course will need to be completed before the expiration date to remain qualified. They are not required to retake the Technician Requalification course when requalifying. For those with valid (unexpired) Technician qualification, the Technician Requalification course will need to be completed before the expiration date to remain qualified.

For those with expired Technician qualifications, the individual will be required to retake the full-day Technician Qualification course.

For those with expired Supervisor qualifications, the individual will be required to retake the full-day Supervisor Qualification course. They are not required to retake the full-day Technician Qualification course when requalifying.

In an effort to make this a sustainable requalification program, the Technology Transfer Program (T2) will send KDOH District Coordinators an outlook of the next two years at the end of each year listing employees with expiring qualifications. In the past, T2 has sent district coordinators a list of individuals expiring the upcoming year; sending two years in advance will allow KDOH employees to make the necessary steps to register those in need of a requalification course. If a district, or districts have many employees that need to requalify, on-demand trainings can also be scheduled in advance. District coordinators are also encouraged to use KQTL to view records to see when an individual is due to requalify.