

## Accreditation Program Re-Accreditation Requirements

The Accreditation Program is required of painting & decorating contractors to enhance their professionalism through knowledge, information, and technology & business expertise. More specifically it is designed to enable:

- Acquiring new knowledge, skills, and abilities relevant to the painting and decorating industry
- Refreshing contractors knowledge of core principles and practices
- Advancing contractors knowledge of selected advanced topics, and
- Acquiring updated knowledge of content topics that change over time

The most successful companies place a heavy emphasis on education and PDCA's education initiative assists every contractor to be successful and every business to be more profitable.

### Requirements:

Continuing education in today's world is not a luxury...it is a business imperative. That is why the painting field's premier seal of excellence, Accreditation, requires continuing education. Every two years a total of twenty-four (24) credit hours of approved Contractor College continuing education courses are required for maintaining PDCA Accreditation status.

### 24 credits distributed in the following subject areas as follows:

- Finance 2 credits
- Risk Management 2 credits
- Accounting 2 credits
- Management 2 credits
- Sales / Marketing 2 credits
- Human Resources 2 credits
- Products / Equipment 2 credits
- Production 2 credits
- Electives \* 8 credits

### **\*Waived Electives: In addition to educational activities the following accomplishments may be applied to the elective requirements up to a maximum of four (4) credits.**

- Annual PDCA Membership – 1 credit / max 2 per Accreditation period
- Attendance at a PACE convention – 1 credit / max 2 per Accreditation period
- \$100 purchase of PDCA publications – 1 credit / max 4 per Accreditation period
- Purchase PACER Software – 1 credit / max 1 per Accreditation period
- Purchase Quality Assurance manual – 1 credit / max 1 per Accreditation period
- Annual service as a PDCA National, Council or Chapter Board member – 1 credit / max 2 per Accreditation period
- Annual service as a PDCA Committee member – 1 credit / max 2 per Accreditation period
- Attend a PDCA Council Convention – 1 credit if not approved through Contractor College / max 4 per Accreditation period
- Attend ½ or more local Chapter meetings during the renewal period – 1 credit / max 1 per Accreditation Period

Re-Accreditation credit hours will be valid for a two (2) year period from the month in which the course was taken. Credits earned are applied based on the completion date of the activity.

*PDCA agrees to maintain confidence and to not disclose any Confidential Information received from the applicant other than to PDCA employees or agents who have a need to know the Confidential Information.*