

Wastewater operator certification training

Frequently asked questions (FAQs)

In-person classroom style training FAQs

1. Q: Will The MPCA conduct in-person wastewater training events in 2021?

A: Yes. The 2021 Wastewater Operator Training Calendar is posted on line at this link <https://www.pca.state.mn.us/water/wastewater-operator-training>. The 2021 Wastewater Training Calendar is being broken into two parts. The first half of 2021 is posted now, with the second half being posted soon. The 2021 Wastewater Training Calendar will continue to follow guidance in accordance with [Minnesota Department of Health \(MDH\) strategies](#) to slow the spread of the COVID-19 Virus. Training events scheduled in 2021 as an “in-person” classroom style events will be offered with conditions. Please note events will **not** allow open enrollment and **no walk-in registrations will be allowed**. Events are subject to social distancing capacities specific to each venue and additional registration criteria may apply to specific seminars or workshops. Registration criteria will be posted on the [MPCA Wastewater Training and Certification](#) webpage. We will keep wastewater operators, stakeholders, and industry professionals updated through announcements posted on the webpage.

2. Q: Can operators use their credit from the MPCA Annual Conference(s) in 2020, or from other MPCA event registrations toward in-person and online (virtual) offerings?

A: Yes. With your registration, note that payment for in-person events and/or online events is being made with existing credit.

3. Q: If it's okay to use existing credit, can I email my registration as long as no payment is being sent?

A: Yes. If you have an existing credit you are using, you can email your registration to Annaliza Heesch, all other registrations must be faxed or mailed. If you have questions about registration for Spring 2021 events, you can direct them to Annaliza Heesch; annaliza.heesch@state.mn.us

DO NOT EMAIL CREDIT CARD INFORMATION

4. Q: Can I do a group registration for all my employees (multiple registrations on one form), or do they need to be one registration form per attendee?

A: No. Registrations must be processed individually with payments and/or separate credits processed individually. This applies to both online webinars and in-person classroom style events. Group registrations can all be paid and managed with one payment, but that payment must include a registration form for every attendee for the group and must include:

- Legal name
- Operator specific address (personal address) *not company or business address*
- Operator specific phone (personal phone) *not company or business phone*
- Operator specific email address, *not company or business email*, and
- Payment must follow the secure payment process

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5. Q: Who should I mail or fax my registration to and at what address?

A: Annaliza Heesch

Minnesota Pollution Control Agency
520 Lafayette Rd N. St. Paul, MN 55155
Secure FAX: 651-205-4594

6. Q: What happens if you have my registration but don't receive the payment in time since it is coming from my employer?

A: Do not worry; you will be enrolled for the seminar/workshop and we will process the payment after the event. However, you will not get credit for hours until paid in full.

7. Q: How much time do I have as an operator to take training and when does that time clock start?

A: The MPCA is rolling out training offerings in 2021 (both online and in person). You are encouraged to participate in training opportunities to meet your contact hour requirements, but certifications scheduled to expire between March 13, 2020 and December 31, 2021, will not lapse as a result of course cancellations or COVID-19 related restrictions. This date may be reassessed in the future. Individuals with certifications that expire during this timeframe will not be required to retest and should submit a renewal application to be awarded a provisional certification, which is identical to a regular certification but allows the MPCA to track contact hours owed. Wastewater professionals will still be responsible for obtaining their required continuing education hours within one year of when training becomes available again.

Once you have completed your continuing education requirements from the previous cycle, please provide documentation of proof of attendance to Tracy Finch at the MPCA. This information can be sent via email, fax, or U.S. Mail. Please submit your renewal form, renewal fee, and documentation of any training to the MPCA at the time of your expiration. You will be issued a provisional certification, which is no different than your full certification; it just allows the MPCA to track training hour debt. You will have up to one year from when training becomes available to complete the continuing education requirements owed from your previous certification cycle.

When you have completed your continuing education requirements from the previous certification cycle you will then be issued a full/regular wastewater certification without any additional fee. Your wastewater certification will be dated with the same start and expiration date as your provisional certification. You will have the remainder of your 3-year certification cycle to obtain your continuing education hours for that certification cycle. Questions about your wastewater certification should be directed to:

Tracy Finch
Minnesota Pollution Control Agency
520 Lafayette Rd N
St. Paul, MN 55155
tracy.finch@state.mn.us
Fax number 651-205-4594

Online (virtual) training FAQs

8. Q: If operators/attendees miss part (or all) of an online workshop, can they get credit hours for watching a recorded version of it later?

A: It depends. If you enrolled and participated in the MPCA Wastewater Operations & Collections Conference — online only training; you have until April 30, 2021 to review recorded presentations for credit up to 16 CEU's total for that event. For all other content, the answer is No. A critical component of wastewater operator training is the interaction between instructors and operators/attendees and the dialog that evolves from that interaction. Operators will be able to view recorded workshops, but they will not be able to get credit hours for whatever portions they did not attend.

9. Q: Are there cut-off dates for registering for online events?

A: Yes. Registration cut-off dates will be posted for webinars on the 2021 Wastewater Training Calendar. The cut-off date is typically three business days prior to the date of the event for online registration and five business days prior to the event for in-person registrations.

10. Q: Who do I talk to if I have questions regarding on-line webinars and I need help troubleshooting a connection for an on-line webinar?

A: Marcus Weikert. Marcus can be reached at marcus.weikert@state.mn.us or by phone at 651-757-2372

11. Q: Can our facility/business/municipality register a group of employees for an online webinar and all participate from one location (e.g. conference room or business office) as a group since not everyone has a computer?

A: Yes, but all attendees will need to be registered (and paid) individually, and the facility/business/municipality must notify the MPCA with the list of who is participating online as a group (one computer) before the webinar begins.