

Nevada Division of Water Resources

Well Driller Continuing Education Credit Program

Introduction and Objectives

During each annual renewal cycle, licensed well drillers are required to earn at least eight (8) continuing education (CE) credits by attending training sessions or participating in ongoing education sponsored or approved by the State Engineer in order to renew their well driller's license. Participation in on-going education allows drillers to stay informed of regulatory, industry, and technological advances. Combining field experience with continuing education enhances a driller's knowledge and abilities. The primary objectives of the Nevada Driller CE program are:

- Develop a minimum level of confidence among water well drillers and contractors
- Increase public confidence in the well driller and contractor
- Increase protection of groundwater resources
- Increase protection of the well owner
- Increase compliance to well drilling regulations and pertinent statutes

Nevada CE Requirements

The following is a summary of CE program requirements in accordance with the well drilling regulations under Nevada Administrative Code (NAC) Chapter 534.

- Licensed well drillers must earn eight (8) CE credits during a 1-year licensing cycle in order to renew their license for the next licensing cycle.
- Well drillers are responsible for obtaining and maintaining the necessary documentation for each course attended and submitting the documentation with their license renewal application.
- One (1) hour of training or education will equal one (1) CE credit, unless otherwise designated specifically by the office of the State Engineer. This requirement also applies to education taken out of state.
- One (1) credit may also be assigned to training courses that do not last at least one (1) hour (a course must be a minimum of 45 minutes to receive one (1) CE credit)
- The eight (8) required CE credits must consist of credits earned from at least two separate classes or topics unless prior approval is obtained from the State Engineer's office.
- Licensed drillers must complete a State Engineer-sponsored "Regulations for Water Well and Related Drilling" review course once every two (2) years.
- A licensed driller who teaches an "approved" CE course will receive one (1) CE credit for every hour of training up to a maximum of four (4) CE credits. A licensed driller who teaches the same course on more than one occasion during the renewal period may not obtain any CE credits for teaching that course a second or subsequent time. However, they may receive credit for teaching the same course every other year.

- Up to four (4) CE credits in excess of eight (8) can be carried over to the next licensing period. Not more than four (4) excess credits may be carried over. If the licensed well driller has demerit points assessed against his license pursuant to NAC Chapter 534 any extra CE credits must first go towards reducing the total number of demerit points assessed to his license.
- CE courses must be approved by the office of the State Engineer. Recommendations will be accepted from the Nevada Ground Water Association (NvGWA), Well Drillers' Advisory Board or other entity. The State Engineer has final discretion as to the approval or disapproval of CE courses.

CE Credit Approval Process

The office of the State Engineer approves training courses appropriate for CE credit based on recommendations from the NvGWA, Well Drillers' Advisory Board or other entities. The State Engineer's office maintains a list of approved courses. This list will be updated regularly as course information is furnished to the State Engineer's office. This list can be accessed on NDWR's website at water.nv.gov.

It is responsibility of the licensed driller to decide what, when, and where to take the appropriate training. Training/education courses should relate to occupational health and safety, business and office skills, interpersonal skills, technical aspects of the drilling industry, or other subjects that will enhance business, technical, or regulatory knowledge, skills, and abilities. A driller may look for training from members of professional associations, government agencies, private businesses, or individuals. A driller can choose from the list of courses, however, a driller is not limited to taking the courses that are on that list. Drillers can look for training opportunities in trade magazines, training flyers, brochures, advertisements in newspapers or mail, and courses offered at universities. Course work should be pre-approved by the office of State Engineer so that a driller will know if credit will be granted for a class not on the approved list. A driller may choose to take the course first and then ask for CE credit approval, however, there is no guarantee that the course will be approved. The following is a list of topics that relate to well drilling that would be applicable to the CE program. This list is by no means comprehensive and is for information purposes only. **(Note: Not all courses will receive a one (1) hr. for one (1) CE credit ratio.)**

The State Engineer's office currently utilizes a three (3) tier process to assign CE credits to courses:

- 1. Courses directly related to well drilling, well completion and plugging receive 1 credit of every hour of attendance.**
- 2. Courses that pertain to well production receive 1 credit for every two (2) hrs. of attendance.**
- 3. Peripheral courses receive 1 credit for every four (4) hrs. of attendance.**

Well Drilling-Related Education Topics

Nevada Regulations (NAC 534)	Drilling Muds
Water Rights Process	Pump Systems
Geologic Principles	Compressors
Groundwater Principles	Rigs and Maintenance
Cuttings Identification and Description	Bits, Drill Pipe, Collars, Stabilizers
Map Reading and GPS Use	Safety
Aquifer Testing	Contracting & Business
Well Disinfection Issues	Horizontal Drilling
Well Rehabilitation Issues	Hydrofracturing
Water Quality and Geochemistry	MW Construction & Environmental
Surface Seals	Screens & Perforations
Groundwater Contamination	Client Relationships
Drinking Water Regulations	Geophysics & Down Hole Cameras
Hydrology/Hydrogeology	Water Treatment Technology
Well Plugging	Well Maintenance
New Technology	Water Quality Sampling & Analysis
OSHA Certifications	Well Development
MSHA Certifications	Welding
First Aid/CPR	

Requesting Approval for a Training Course

If a class or course does not appear on the approved list, prior approval by the office of the State Engineer should be obtained to insure the credits will be accepted. A form is available for drillers to use when asking the State Engineer to evaluate a course they wish to attend. The State Engineer may request the NGWA to review the course and make a recommendation. A driller will be asked to provide information on the course content, instructors, and course length. The form, called the "**Course Approval Form**" is attached with this overview and should be used by the driller when submitting a course to be evaluated.

An instructor or provider may also ask for the State Engineer's prior approval of a course. It would be useful to publicize that information when advertising the course. The same attached evaluation form can be utilized when making this request.

Obtaining, Maintaining, and Submitting Training Records

In order to receive credit for a course, the driller must obtain a record of course completion and attendance from the course instructor/provider. This proof of attendance can consist of certificates, transcripts, diplomas, and attendance rosters. If a course provider does not offer this type of documentation, the driller may use the "**CE Documentation Form**" as proof of class completion. If this form is used, it must be completed entirely and be signed or stamped by the instructor/provider.

It is the responsibility of the licensed driller to keep track of education records. Licensed drillers must provide these proof documents at the time of renewal application. To allow the driller and State Engineer's office to better track credits during the renewal period, the

"CE Credit Summary Form" must be completed and submitted with the proof documents with the renewal application.

All forms are available on NDWR's website: water.nv.gov

It is the responsibility of the licensed driller to maintain all documentation pertaining to CE credits for a period of three years after the date of completion pursuant to NAC § 534.2927 (3) and must be submitted to the State Engineer's office upon request.

Special Conditions and Appeals

Well drillers licensed for the first time will not be required to obtain CE credits until they have been licensed for a full licensing cycle (e.g. a driller licensed in August 2007 will not have to provide eight (8) hours of CE credits until he renews his license in June 2009).

Drillers who do not renew their licenses, but who intend to renew within a 36 month period after lapsing are also required to earn eight (8) CE credits for the year immediately preceding their renewal.

A driller may appeal the decision of the State Engineer to disallow a course approval or credits. An appeal must be made in writing and directed to the State Engineer. The office of the State Engineer will evaluate appeals and hold a hearing if necessary on a case by case basis.

Drillers who were not able to get the required continuing education credits because of a hardship situation may apply for a waiver requesting an extension of time in which to acquire the required credits or request an exemption of all or part of the required credits pursuant to NAC 543.2927 (5)(b). The office of the State Engineer will review the merits of each situation and make a recommendation on whether or not the extension or exemption should be granted. Hardship claims must also be made in writing and directed to the State Engineer.

The State Engineer may avail himself of the Well Drillers' Advisory board to assist in making a decision as to the merits of appeals and hardships.

For More Information

Questions regarding the Nevada Well Driller CE program can be directed to Robert Martinez, Tim Hunt, Joseph DiTucci or Ryan Clark at (775)-684-2800. These same individuals can also be contacted with any questions or clarifications regarding the CE program requirements or assistance with the website. Any written correspondence related to the CE program should be routed to the attention of Robert Martinez and can be faxed to (775)-684-2810 or sent to Nevada Division of Water Resources, 901 S. Stewart St., Suite 2002, Carson City, NV 89701.