

## Frequently Asked Questions for Precertification Training Requirements for Work Categories 3.7.1 & 4.7.1

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**1 The original deadline for completing the new licensure and training requirements was September 30, 2023. Will this deadline be extended?**

Yes. TxDOT has considered the availability of the required training and the number of people who have completed all the training requirements and has determined that the deadline will be extended to December 31, 2023.

**2 Has TxDOT considered changing the training requirements to allow alternative or equivalent classes to meet the requirements?**

Yes. See the updated list of work categories for the language that has been added regarding alternative or equivalent training courses.

TxDOT has determined that there may be equivalent or alternative courses offered by entities other than those listed in the work category requirements and will consider these courses on a case-by-case basis. It is the responsibility of the individual to seek out these alternative classes and request TxDOT's review and concurrence prior to completing the training course. The applicant must provide the information about the class including, the course title, name of the company/entity that is providing the training, and the course curriculum to the TxDOT contact listed in this FAQ document along with a request for TxDOT's review and concurrence that the course is an acceptable equivalent that may be substituted for one of the courses listed for the work category.

**3 Do you intend for precertification to be removed if someone fails to repeat the required training?**

Yes, if someone fails to repeat the required training, their precertification shall be revoked. However, there will be a grace period of 3 months for individuals to complete the necessary training and maintain their precertification status. It is important to maintain current training and certification to ensure that the individual is up to date on the latest industry standards and best practices. Failing to repeat the required training may result in the revocation of the individual's precertification status. It is the responsibility of the individual to ensure that they complete the necessary training in a timely manner to maintain their certification.

**4 If TxDOT revokes my precertification due to lapses in training, do I need to go through the entire application process to regain certification?**

If precertification is revoked due to lapsed training, the applicant will only need to submit the required training certificate(s) to regain certification. If the training requirements are submitted within the 3-month grace period, then the precertification will not be revoked.

## **Frequently Asked Questions for Precertification Training Requirements for Work Categories 3.7.1 & 4.7.1**

- 5 For Traffic Safety Analysis (4.7.1) and Traffic Operational Analysis (3.7.1), there are multiple training courses listed. Does the applicant have to complete all the courses, or just one of the courses listed to be precertified in each category?**

The applicant is required to complete all training courses listed under each work category to fulfill the requirements for precertification in each category. Each course offers training in a different traffic operations or safety analysis tool and completing all the courses ensures that the applicant understands each analysis tool.

- 6 Can the RSP or PTOE certifications replace the training requirements if completed within the last five years?**

No, the RSP and PTOE certification would not replace the training requirements for the Traffic Safety Analysis (4.7.1) and Traffic Operations Analysis (3.7.1). While the RSP and PTOE certifications provide comprehensive safety and operations training, they do not include training on the use of analysis tools such as VISSIM or IHSDM, which are required for this requirement. To fulfill the requirements for precertification, the applicant must complete the specified training courses in addition to any other safety or operations training they may have received through the RSP and PTOE program or other sources.

- 7 Does the course NHI 380071 satisfy the training requirements for IHSDM?**

Yes, NHI 380071 and NHI 380100 are the same in terms of content and curriculum. NHI 380100 is simply the web-based version of NHI 380071. If one has taken NHI 380071 within the past 5 years, this would satisfy the pre-certification requirements for IHSDM training.

- 8 How can I fulfill the training requirements if there are no scheduled trainings listed on the vendor's website?**

If there are no scheduled trainings listed on the vendor's website, the best course of action is to contact the vendor directly to request and schedule training. The vendor may be able to provide additional training opportunities that are not listed on their website. In addition, the vendor may be able to schedule a training session. Contacting the vendor directly is the best way to explore all available options for meeting your training needs.

- 9 Are there any sessions scheduled for the VISSIM training?**

Contact PTV directly to request the schedule for "VISSIM for Reviewers" training sessions or to request that PTV schedule training. PTV frequently updates their training schedule so please check PTV's website for updates to the training schedule.

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### **10 Will TxDOT provide a list of accepted Synchro/VISSIM/HCS trainings by other vendors (e.g., UC Berkley)?**

No, TxDOT does not provide a comprehensive list of accepted trainings from all vendors. If you have received training that you believe may meet the requirements, you can submit it to TxDOT for review and TxDOT will determine if it meets the requirements. TxDOT suggests working directly with Cubic/Trafficware/PTV/McTrans to schedule the required training, as they may have scheduled training sessions that are not listed on their websites. If you are unsure about the acceptability of a training course, contact TxDOT to check whether the course meets the requirements for precertification.

### **11 Does TxDOT provide trainings for the Precertification requirements?**

No, TxDOT may occasionally provide trainings for the Precertification requirements, but this is not guaranteed. TxDOT will announce any scheduled training. It is the responsibility of the individual to seek out and complete the necessary trainings to meet the Precertification requirements. TxDOT may provide training opportunities, but it is also acceptable to receive training from other sources, such as industry associations or private training providers if such training meets the precertification requirements.

### **12 Can the requirement deadlines for Precertification be extended for those who have already been approved?**

Yes, the requirement deadlines for Precertification may be extended. As this is the initial year of the new requirements, the deadline is under continuous review based on factors such as the continuous availability of the required training. Any extensions to the deadline will be announced to ensure that all stakeholders are aware of the new timeline. Therefore, it is advisable to keep track of the updates and announcements related to Precertification requirements to stay informed about any possible deadline extensions.

### **13 Will review officers review each approved applicant's profile when the repeat period arrives to ensure that their trainings are still up to date?**

Yes, review officers will verify each approved applicant's profile when the repeat period rolls around to confirm that their trainings are still current.

### **14 Do the training requirements replace the need for the required work experience?**

No. Training requirements do not replace the need for required work experience. Work experience provides practical knowledge and skills that cannot be acquired through training alone. While training may provide a foundation for the analysis tools, work experience is essential for developing expertise, critical thinking skills, and industry-specific knowledge.

## Frequently Asked Questions for Precertification Training Requirements for Work Categories 3.7.1 & 4.7.1

### 15 Can teaching a class or seminar on analysis tools such as HSS or Synchro/SimTraffic to fulfill the respective tool's training requirement?

Yes, teaching a class or seminar on analysis tools such as Synchro/SimTraffic or HSS may fulfill the corresponding training requirement if:

- The class was taught within the last five years.
- The class is substantially the same as the training required for the analysis tool for which substitution is sought. The class must be taught at an intermediate to advanced level and have the similar length as required training.

TxDOT shall be the final authority with respect to whether the class meets the requirement. The ideal documentation for tracking instruction for a class is a certificate issued by the provider. The certificate should detail the organizer of the class, the content of the class, the number of PDHs offered, and the date the event took place. Other acceptable documentation could include a self-certification form, a sign-in sheet, agenda, or conference flyer. The main information TxDOT needs is proof that the individual taught the class and documentation that the content of the class meets the goals of the precertification program.

### 16 What is the procedure for submitting training certificates?

When an individual applies for precertification in one of the categories listed above, the training certificate(s) must be uploaded into CCIS (in PDF format) along with the precertification application before it is submitted through CCIS for TxDOT to review.

The procedure for submitting training certificated is described here:

[Training Certificate Submittal Requirements](#)

### 17 Who should I contact if I have further questions about the precertification training requirements?

For questions about the precertification training requirements, please contact:

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