



Contractors Certification Division
Planning, Zoning & Building
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CONTINUING EDUCATION REQUIREMENT FOR COUNTY LICENSURE RENEWAL

Effective October 1, 2017, all Palm Beach County contractors, active or inactive, must fulfill the Contractors Certification Continuing Education (CE) Requirement for any contractor renewal process.

PBC Rules and Regulations link:

<https://discover.pbcgov.org/pzb/contractors/Forms/rulesandregs.pdf>

Rule #4. Education:

(C.) **Continuing Education:**

14 hours of Board-approved continuing education is required for each 2-year period prior to the renewal of certification for active and inactive contractors (excluding journeyman and technicians). Courses must be taken by a Board approved certified training provider. Approved certified training providers include those providers certified by: the Florida Construction Industry Licensing Board (FL CILB); Florida Board of Professional Engineering (FBPE); Florida Board of Architecture and Interior Design (BOAID); Building Code Administrators and Inspectors (BCAIB); and Electrical Contractors Licensing Board (ECLB). The Director may designate other providers as approved certified training providers if the Director is satisfied that the provider credentials are equivalent to those of the listed approved certified training providers. Certificate(s) evidencing completion of required continuing education shall be submitted with any renewal of certification for a certified contractor, beginning with the September 30, 2019 licensure renewal period. Thereafter, proof of the 14-hour continuing education courses must be submitted with each renewal period.

The 14 hours of continuing education must include:

A one-hour course on each of the following five topics:

- Advanced Building Code;
- Business Practices;
- Laws and Rules;
- Workers Compensation;
- Workplace Safety/OSHA; and
- General courses in any construction trade.

Any person who holds more than one certificate issued by the Board is required to complete the continuing education requirement only once during each two-year certification renewal period. (Adpt. 7/16, Eff. 10/17, Rev. 10/28/19)

To find out more information about PBC Rules and Regulations, approved providers used by the State of Florida Construction Industry Licensing Board (FL CILB), and others outlined in the rule, please visit the links below:

PBC Rules and Regulations:

<https://discover.pbcgov.org/pzb/contractors/Forms/rulesandregs.pdf>

Construction Industry:

https://www2.myfloridalicense.com/servop/testing/documents/cilb_ce_prov.pdf

Electrical Contractors:

https://www2.myfloridalicense.com/servop/testing/documents/eclb_ce_prov.pdf

The Continuing Education Courses are primarily online, but some are available in a classroom setting. The CE certificates you submit must come from one of the approved providers and meet our CE requirements as described in Rule #4, Education. The certificates must provide the time credited and the course name issued by the provider. Please attach your CE certificates to your online portal account to be credited for your contractor renewal.

PZB Contractor Portal:

<https://www.pbcgov.org/ePZB.Admin.WebSPA/#/>