

55

2021 Certification Audits

For Certification and Re-Certification Audits in 2021 employers have the following options:

- 1. Documentation only
 - 1 vear COR
 - Any 3 months of documentation in the previous 12 month period
- 2. Documentation and interviews only
 - 3 year COR
 - Any 6 months of documentation in the previous 12 month period
- 3. Documentation, interviews and observations
 - 3 year COR
 - Any 6 months of documentation in the previous 12 month period

2021 Certification Audits

Certification and Re-Certification Audits in 2021 must still achieve 80% however, the minimum 50% per element threshold does not apply.



57

2021 Maintenance Audits

For Maintenance Audits in 2021 employers have the following options:

- 1. Documentation only
- 2. Documentation and Interviews only
- 3. Documentation, Interviews and Observations

^{*} The minimum requirement for a maintenance audit will be any 3 months of documentation in the previous 12 month period

2021 Maintenance Audits

Maintenance Audits and Action Plans conducted in lieu of Maintenance Audits in 2021 must achieve an overall 60%.



59

2021 Qualifying Auditors

For Auditor certification in 2021, Auditor candidates will be required to:

- 1. Complete auditor training,
- 2. Pass the auditor exam, and
- 3. Successfully complete a qualifying audit based on both documentation and interviews looking at a minimum of 6 months of documentation.
- * Observations while not required may be conducted.

2020 Qualifying Auditors

Those Auditors that certified in 2020 after completing a documentation only qualification audit will be required to:

- 1. Complete additional training, and
- 2. Submit a second qualification audit that includes both documentation and interviews in 2021 or 2022.
- 3. Successfully complete a second qualifying audit based on both documentation and interviews.
- * Observations while not required may be conducted if practical.

61

Audit Submission and QA



- All COR audits and action plans conducted in lieu of maintenance audits must be submitted to AMHSA by December 1, 2021
- Once submitted allow for 2-5 weeks for initial review results
- Revisions requested due back in 15 days with a maximum of 90 days allowed for audit finalization

2021 Auditing Guidelines



Guidelines for all 2021 audits:

- Documentation provided is preferred in electronic format
- Remote interviews using web-based platforms, telephone calls or in some cases questionnaires can take place of in person interviews
- Remote observations may be conducted if practical

63

Upcoming Virtual Training

Health and Safety Management Systems

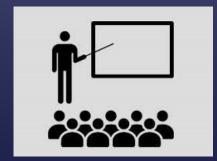
- Feb 8 & 9, 2022
- March 2 & 3, 2022

Auditor Training

- Sept 29 Oct 1, 2021
- Oct 27-29, 2021
- Feb 23-25, 2022
- March 16-18, 2022

Auditor Refresher

- Nov 4, 2021
- Jan 25, 2022



64