

# How to Comply with Inspection, Repair and Cleaning (IRC) Practices

February 2025

To help prevent lead poisoning, Vermont law requires owners of rental housing and child care facilities built before 1978 to perform Inspection, Repair and Cleaning (IRC) Practices each year. Go to [www.HealthVermont.gov/IRC](http://www.HealthVermont.gov/IRC) for links to forms and resources, and for more information.

If you need help accessing or understanding this information, contact [ALRP@vermont.gov](mailto:ALRP@vermont.gov).

## Step 1: Become IRC Practices certified or hire someone who is

Only a certified person can perform IRC Practices on your property. We recommend that landlords and child care owners become certified. IRC Practices certification is valid for five years. You must retake the IRC training before your previous IRC certification expires.

To become IRC Practices certified, you must:

- **Take** a Health Department-approved IRC Practices training online or in person. The training and test take about three hours to complete.
- **Pass** the test with a score of 70% or higher.
- **Get** your certificate via email within two weeks of the training date.

Once you are certified, you can perform the IRC Practices for your rental property or child care facility. If you don't want to or can't become certified, then **you can hire someone who is**. Look for a Vermont licensed Lead-Safe RRPM Firm. RRPM firms have staff who are IRC Practices certified.

## Step 2: Perform IRC Practices each year

- **Inspect** for chipping and peeling paint or coatings, and pick up any paint chips from the property grounds.
- **Block** access immediately to any areas that need paint repair.
- **Have** repairs done by Lead-Safe RRPM licensed workers within 30 days of finding out about them.
- **Install** window well inserts in all pre-1978 wooden sash windows.
- **Perform** a specialized cleaning in common areas, and when there is a new tenant.
- **Give** new tenants the Protect Your Family from Lead in Your Home pamphlet, if you are a landlord. If you are a child care owner, **post** the pamphlet in your facility and give it to parents or caregivers if requested.



**HealthVermont.gov/IRC**  
**802-863-7220**



- **Post** a notice in a prominent place - in either a common area or in each unit - that asks occupants to report deteriorated paint to the owner of the building promptly.

### Step 3: Make sure lead-safe repairs are made

If you find chipping or peeling paint or stain that is more than 1 square foot total per interior room or exterior side of the building, a Lead-Safe RRPM licensed worker must make the repairs.

- **If you hire a contractor**, they must have the Vermont Lead-Safe Renovation, Repair, Painting and Maintenance (RRPM) Firm and Supervisor licenses.
- **If you are a landlord**, you can do the work yourself if you have a Lead-Safe RRPM Firm – Landlord license or the RRPM Firm and Supervisor licenses.
- **If you are a child care owner**, you can apply for an Uncompensated Child Care Operator (UCCO) certificate to do repairs work at your facility only.

### Step 4: Submit your annual IRC Practices compliance statement

After you have inspected your property and made any repairs, you need to submit a compliance statement through the Health Department’s online system.

- **If you are a landlord**, give a copy of the IRC Practices compliance statement to your tenants and insurance carrier.
- **If you are a child care owner**, give a copy of the IRC Practices compliance statement to the Department for Children and Families, your insurance carrier, and the child care provider at your facility.

### Step 5: Stay in compliance

Vermont law requires you to perform IRC Practices and submit a compliance statement each year. You may be fined if you do not submit a compliance statement, or if you submit a false statement. To avoid fines, make sure you are honest when you submit your statement and submit it on time.

- **If you need more time to make repairs**, you can request an extension.
- **If you receive an IRC Practices enforcement notice**, fill out the Response to Enforcement Notice Form.
- **If you have sold your property, or no longer rent it or use it as a child care facility**, fill out the Change in IRC Practices Filing Status Form to ask to be exempt from filing.