



CALIFORNIA ARCHITECTS BOARD

PUBLIC PROTECTION THROUGH EXAMINATION, LICENSURE, AND REGULATION

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GOVERNOR

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IMPORTANT CHANGES TO IDP

The National Council of Architectural Registration Boards (NCARB) made some major changes to the Intern Development Program (IDP) at its 2008 Annual Meeting and Conference. The most significant change came via Resolution 2008-07 (also known as the "Six-Month Rule"). This resolution changes the way that interns report their IDP time, but there were other key revisions as well. This document provides an overview of those changes. The California Architects Board urges you to take the time to review this material to ensure that you understand the updated program.

Here is a quick list of the changes:

- "Six-Month Rule" – regular reporting via online system
- New Supervisor Guidelines
- Reporting deadline extension for parents of newborn or adopted children, as well as individuals with active military service and serious health conditions
- Expanded opportunity for credit with the Emerging Professional's Companion
- Durational changes – less time required for "full-time" and "part-time" credit

"Six-Month Rule"

The concept for the "Six-Month Rule" stemmed from a 2005 study conducted jointly by The American Institute of Architects (AIA) and NCARB that suggested regular reporting would help facilitate more accurate reporting and a better internship experience. For the last three years, NCARB member boards and committees have debated and discussed how to best incorporate the suggestion before bringing the rule to a vote.

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The resolution will require interns establishing a new NCARB record on or after July 1, 2009 to submit training reports of no more than six-months duration within two months of the end of such reporting period. On July 1, 2010, the "Six-Month Rule" will apply to all interns. It was stressed that the resolution will not affect interns until July 1, 2010 if they currently have an NCARB record or obtain a record by June 30, 2009. The Board also clarified an issue that had been raised by some interns. There was concern that the "Six-Month Rule" would keep interns without professional degrees from accruing time for establishing the IDP entry point. NCARB indicated that the "Six Month Rule" does not apply to establishing the IDP entry point.

It is recommended that interns submit any experience they have earned, which is older than six months, as soon as possible to avoid the occurrence of lost training units. NCARB will accept unlimited retroactive reporting only for those interns that establish an NCARB record prior to July 1, 2009 provided the reporting is made before July 1, 2010.

The resolution is also dependent on a "fully tested and operational" online reporting system. Should the online reporting system not be fully tested and operational by the end of 2008, each implementation date will be pushed back and will go into effect six months after the system has been deemed fully operational by an independent tester. Members from AIA, the American Institute of Architecture Students (AIAS), and the National Associates Committee will also have an opportunity to test the system. Once the electronic system is released, paper submissions will be phased out.

Once an intern enters their training unit report into the online system, they will not be affected by any delay caused by their supervisor or NCARB. NCARB will email the intern's supervisor that the intern has submitted a report for the supervisor's review and discussion with their intern. In other words, once an intern "submits" training units by entering them into their record online, those units are "protected" while any loose ends are tied up. However, an intern may lose the submitted training units if they are deemed invalid by the supervisor, or they are not earned in accordance with the rules of IDP.

IDP Supervisor Guidelines: Content & Training

The responsibility for completing IDP is up to the intern, however, a supervisor does share a crucial responsibility to teach and encourage interns during their journey to licensure. Since many supervisors have not experienced the program themselves, NCARB is working on ways to inform supervisors of their responsibilities to an intern and give them a better understanding of the objectives and requirements of the program through Supervisor Guidelines. Supervisor Guidelines are also a condition of implementation of the "Six-Month Rule." The final document will be available for supervisors to download in late December.

Deadline Extensions

The resolution was amended by NCARB member boards to allow parents of newborn infants or newly adopted children to receive a six-month extension of the reporting deadline upon proper application. The same extension was also applied to the Five-Year Rolling Clock requirement for the Architect Registration Examination (ARE). Extensions for active military service and serious medical conditions were also included in IDP reporting.

Emerging Professional's Companion = 75 IDP Training Units

Former California Architects Board member and NCARB Committee on the Intern Development Program member Denis Henmi served on a panel at the Annual Meeting that led a discussion on Resolution 2008-09, which will allow interns to earn up to five training units toward required minimums in IDP training areas by completing qualified exercises in the Emerging Professional's Companion (EPC) beginning July 1, 2009. The resolution, which passed unanimously, provides a way for interns to gain experience in areas that are often difficult to obtain exposure to during their internship.

In 2006, NCARB and AIA commissioned a study of IDP Core Competencies to better understand their effectiveness in the interns' professional development and to identify any problems that interns were having in gaining experience within the 16 training areas. The study identified serious problems in all but three of the 16 training areas. In some cases, this is a result of firms performing limited services in certain areas of practice (e.g., cost estimation). In other cases, interns may not have enough professional experience to be assigned certain tasks on a billable basis. To expand opportunities for interns to gain qualitative experience and learning in all 16 training areas, NCARB and AIA collaborated to develop the EPC.

Beginning July 1, 2009, interns will be able to earn a maximum of five training units per training area through the EPC as part of their minimum training unit requirements in each training area. The intern's supervisor must review the exercises as part of his or her process of signing the training unit forms, as is currently the case when the EPC is used for supplementary education units. Exercises completed above the maximum of five training units in each training area may still be submitted for supplementary education credit. The requirement that 235 training units be earned in the traditional office setting is unaffected by this change.

The EPC is a valuable resource that will not only strengthen interns' preparation for future practice, but will also improve their value in firms through the increased knowledge that the resource affords. The EPC is available free to interns and supervisors online at www.epcompanion.org.

Durational Changes

This provision provides interns with greater opportunities to earn training units. Full-time credit is now granted for 32 hours per week for a minimum period of eight consecutive weeks, while part-time credit is granted for 15 hours per week for a minimum period of eight consecutive weeks.

The California Architects Board believes it is important to inform you of these changes so that interns are adequately informed, and able to comply with the new reporting requirements. For more information on these changes, we encourage you to visit www.ncarb.org.