

Annual CAP Training and Certification

CAP Training (Part 1)

Thursday, November 7, 2024
1:00 – 2:00 pm, Pacific Time

CAP Training (Part 2)

Thursday, December 5, 2024
1:00 – 2:00 pm, Pacific Time

Three Parts to the Certification – Construction Administration Proficiency (CAP) Training for any individuals who want to participate (DPORs, Owner Representatives, even IORs)

- **Webinar – Part 1: November 7, 2024**
Pre-construction TIO formulation, Construction Kick-off meeting with OSHPD/HCAI, Earn Personal Knowledge on Site through DPOR Site Visits
- **Webinar – Part 2: December 5, 2024**
Manage ACD and NMA logs, distribution and submittals, learn to create NMA application, learn to create and submit Amended Construction Documents
- Written Exam on California Administrative Code – CAP Certificate

Tentative Exam Schedule:

- Los Angeles: January 14 – 15, 2025
- Sacramento: January 28 – 29, 2025

Upon completion, professionals who pass the exam will receive an HCAI CAP Certificate and will be listed on HCAI website.

HCAI SPEAKERS

Darren Graves

Compliance Officer
Inspection Service Unit (ISU)
Office of Statewide Hospital Planning and Development (OSHPD)

Monica Colosi

Compliance Officer
Inspection Service Unit (ISU)
Office of Statewide Hospital Planning and Development (OSHPD)

REGISTRATION AND INSTRUCTIONS

Fee: Complimentary

To Register:

CAP Training Part (1) [Click here](#)
CAP Training (Part 2) [Click here](#)
if you would like to attend.

Upon registration, you will receive a confirmation email with Login Instructions.

Note: Multiple staff members from one office should **register INDIVIDUALLY** to receive separate log-ins.

AIA LU/HSW Unit 1 (pending AIA approval).

The presentation is accessed through GoToWebinar. If necessary, it is suggested that you download the app and install in advance of the webinar.