



**Preservation and Inspection Certification Consists of 5 unique courses  
Member price \$120 Non-Member \$300**

## **INSPECTION COURSE**

### **MODULE 1 - INSPECTION COMMONALITIES**

- Chapter 1: Equipment
- Chapter 2: Professionalism
- Chapter 3: Risk
- Chapter 4: Quality Control
- Chapter 5: Description of Property Details
- Chapter 6: Assessment of Property Condition
- Chapter 7: Determination of Occupancy Status
- Chapter 8: Photo Documentation Requirements
- Chapter 9: Inspector Do's and Don'ts

### **MODULE 2 - MORTGAGE FIELD SERVICES / DEFAULT INSPECTIONS**

- Chapter 10: Basic Inspection Requirements
- Chapter 11: Contact Inspections (video pending)
- Chapter 12: No Contact Required but Permitted (video pending)
- Chapter 13: No Contact Inspections (video pending)
- Chapter 14: Other Inspection Types

### **MODULE 3 - SPECIALTY INSPECTIONS**

- Chapter 115: Commercial Inspections
- Chapter 16: Vehicle Inspections
- Chapter 17: Loss Draft Inspections
- Chapter 18: FEMA Inspections
- Chapter 19: Fannie Mae Property Inspection (FNMA)
- Chapter 20: REO Inspections
- Chapter 21: Merchant Site Inspections
- Chapter 22: Quality Control Inspections (Collateral from NAMFS Pending)
- Chapter 23: Post Conveyance Inspections (Collateral from NAMFS Pending)

## **PRE-SALE COURSE**

### **MODULE 1 - INTRODUCTION & PURPOSE**

- Chapter 1: Introduction
- Chapter 2: REO Properties v. "Pre-Foreclosure" Properties

### **MODULE 2 - CONVEYANCE**

- Chapter 3: Government Regulations

### **MODULE 3 - SECURING**

Chapter 4: Securing

### **MODULE 4 - LOCK WORK**

Chapter 5: Introduction, Government Regulations & Lock Mechanics Types

Chapter 6: Common Locking Hardware

Chapter 7: Determining the Locking Method to Use

Chapter 8: Lock Installation Tools

Chapter 9: Gaining Access to a Property & Lock Changing Procedures

Chapter 10: Module Summary & Glossary

### **MODULE 5 - SECURING WINDOWS & OTHER OPENINGS**

Chapter 11: Securing Regulations, Tools, & Procedures

### **MODULE 6 - POOL SERVICE**

Chapter 12: Introduction, Government Regulations, Draining, Starting, & Shocking

Chapter 13: Securing Procedures

### **MODULE 7 - ROOF MAINTENANCE**

Chapter 14: Measurement, Roofing Styles, & Roofing Materials

Chapter 15: Procedures

### **MODULE 8 - ITEM REMOVAL**

Chapter 16: Item Removal Regulations, Classifications, Procedures, & Guidelines

### **MODULE 9 - ADDRESS SAFETY & CODE ISSUES**

Chapter 17: Electrical, Plumbing, Handrails, & Exterior Damages

## **POST-SALE COURSE**

### **MODULE 1 - INTRODUCTION & PURPOSE**

Chapter 1: Purpose & Challenges

Chapter 2: Contractor/Broker Relations

Chapter 3: Types of Orders

### **MODULE 2 - SECURING**

Chapter 4: Securing

### **MODULE 3 - LOCK WORK**

Chapter 5: Introduction & Lock Mechanics Types

Chapter 6: Common Locking Hardware

Chapter 7: Determining the Locking Method to Use

Chapter 8: Lock Installation Tools

Chapter 9: Gaining Access to a Property & Lock Changing Procedures

Chapter 10: Module Summary & Glossary

### **MODULE 4 - SECURING WINDOWS & OTHER OPENINGS**

Chapter 11: Reglazing, Replacement, Security Screening, & Security Film

Chapter 12: Boarding

### **MODULE 5 - POOL SERVICE**

Chapter 13: Introduction, Starting Up, Shocking, & Draining

Chapter 14: Securing Procedures

### **MODULE 6 - ROOF MAINTENANCE**

Chapter 15: Measurement, Roofing Styles, & Roofing Materials

Chapter 16: Procedures

### **MODULE 7 - TRASH OUTS & ITEM REMOVAL**

Chapter 17: Classifications & Guidelines

### **MODULE 8 - ADDRESSING SAFETY & CODE ISSUES**

Chapter 18: Electrical, Plumbing, Handrails, & Exterior Damages

### **MODULE 9 - VALUE-ADDING SERVICES**

Chapter 19: Value-Adding Services

## **GENERAL INDUSTRY COURSE**

### **MODULE 1 - THE CREATION OF A LOAN**

Chapter 1: The Loan Cycle, Types of Lending & Loan Types

### **MODULE 2 - FORECLOSURE TIMELINE & STAGES**

Chapter 2: Types of Foreclosure, Foreclosure Timeline & Stages, & Common Causes of Delay or Stoppage of the Foreclosure Process

### **MODULE 3 - TYPES OF FIELD SERVICE**

Chapter 3: Types of Field Service – Inspections, Pre-Sale Property Preservation, Post-Sale Property Preservation

### **MODULE 4 - RESPONSIBILITIES OF FIELD SERVICE PROFESSIONALS**

Chapter 4: Responsibilities of Field Service Professionals – Training & Education, Managing Risk

### **MODULE 5 - TECHNOLOGY FOR FIELD SERVICE PROFESSIONALS**

Chapter 5: Technology for Field Service Professionals - Workflow Management Systems, Cost Estimators, Devices & Software, Other Technology

### **MODULE 6 - COMMON TERMS & DEFINITIONS**

Chapter 8: Common Terms and Definitions

## **RECURRING SERVICES COURSE**

### **MODULE 1 - DOCUMENTATION**

Chapter 1: Tools Required for Documentation

Chapter 2: Property Condition

Chapter 3: Identifying Damage & Violation Concerns

Chapter 4: Photo Best Practices

### **MODULE 2 - WINTERIZATIONS**

Chapter 5: Pre-Winterization

Chapter 6: Dry & Wet Winterizations, Winterization Tips and Tricks

Chapter 7: Winterizing Specialty Fixtures

Chapter 8: Dewinterization

### **MODULE 3 - YARD MAINTENANCE**

Chapter 9: General Yard Maintenance Requirements

Chapter 10: Yard Maintenance Estimates

Chapter 11: Common Yard Maintenance Exceptions

Chapter 12: Snow Removal

Chapter 13: Curb Appeal Services

### **MODULE 4 - POOL & SPA MAINTENANCE**

Chapter 14: Introduction

Chapter 15: Cleaning & On-Going Maintenance

Chapter 16: Winterizing

### **MODULE 5 - SALES CLEANING SERVICES**

Chapter 17: Sales Clean

Chapter 18: Sales Clean Refresh, Broom Cleaning, & Documentation