

UPCS Fundamentals

A Public Housing and Multifamily Seminar

SEMINAR NUMBER: 101-015

Schedule

Day One: 8:00 A.M. Registration
Day Two: 2:55 P.M. End of seminar
5:00 P.M. End of exam

Materials

- UPCS Quick Check Guide
- UPCS seminar note pads
- UPCS handouts (OCE)
- NMA bags, pencil, and pen

Certification Exam

A certification exam is available for \$150 unless otherwise stated on the order form

Delivery Method

A group-live seminar featuring PowerPoint, case studies, group discussion, class materials (workbook course book or master book), brainstorming, and Q & A

Length

Two days

Audience

UPCS inspectors and supervisors

Credits

CPE units = 15 in the field of Specialized Knowledge and Applications. CEU units w/ exam = 1.3 Basic Program Level. No advanced preparation required. No prerequisites required.

PURPOSE: Improve your physical score, know the UPCS! This training covers the five areas of inspection items and the defect definitions for each item. You can learn about sites, building exterior, systems, common areas, units, and health and safety. This seminar covers the inspection timeline, the "code of conduct" all REAC inspectors are required to follow, and the technical review/appeal process. For onsite training, an optional third day that includes a field inspection can be added. You'll learn about:

- UPCS definitions, including building exterior, systems, common areas, units, and health and safety
- How to plan your workload from inspection to maintenance workflow
- How to conduct an annual inspection overview, including the physical inspection timetable, contractors or inspectors, preparing for the inspection, and the inspection itself
- The communication of defects, including identifying defects to site management staff and site maintenance
- The technical review and appeals
- How to improve your HA/AMP physical PHAS score
- How to increase your odds of a successful scoring appeal

LEARNING OUTCOMES: Develop and master the skills needed to be an effective and efficient public housing inspector.

- Identify UPCS deficiencies related to the unit's site
- Identify UPCS deficiencies related to the building exterior
- Identify UPCS deficiencies related to the building systems
- Identify UPCS deficiencies related to common areas
- Identify UPCS deficiencies related to the unit itself
- Identify UPCS deficiencies related to health and safety

*All classes are subject to change. Please plan ahead by purchasing refundable airfare.

For more information about this class, please call us at **800.783.3100**, email sales@nanmckay.com, or visit our online store at nanmckay.com for current seminar locations and dates.



Nan McKay & Associates, Inc. has been accredited as an Authorized Provider by the International Association for Continuing Education and Training (IACET). In obtaining this accreditation, Nan McKay & Associates has demonstrated that it complies with the ANSI/IACET Standard which is recognized internationally as a standard of good practice. As a result of their Authorized Provider status, Nan McKay & Associates is authorized to offer IACET CEUs for its programs that qualify under the ANSI/IACET Standard.



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UPCS Fundamentals

Seminar Registration Form

For more information about this class including current seminar locations and dates, please call us at **800.783.3100** email sales@nanmckay.com, or visit our online store at nanmckay.com

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Registration Options

- Seminar Fee #101-015.....**\$600**
- In-class Certification Exam
 #100-015**\$150**
- Online Certification Exam
 #11017-EXAM**\$150**

Seminar Dates and Locations

March 21-22 in Chicago, IL
 Hosted by the Chicago Housing Authority
 DePaul University Conference Services
 1 East Jackson Boulevard, 8th Floor
 Chicago, IL 60604
 (312) 362-5223

Registration contact: Jason Lee
 Phone: (800) 783-3100 x146
 Email: jason@nanmckay.com

Hotel Recommendations

Hilton Chicago
 720 South Michigan Avenue
 Phone: (312) 922-4400

Renaissance Blackstone Chicago Hotel
 636 South Michigan Avenue
 Lobby entrance on East Balbo Avenue
 Phone: (312) 447-0955

Attendance Information

Print names as you would like the name to appear on the certificate.

- Please check here if you are disabled and require a specific accommodation in order to participate in this seminar. A form will be sent to process your request.

Attendee 1 Full Name: _____

Email Address (Required): _____

Attendee 2 Full Name: _____

Email Address (Required): _____

Attendee 3 Full Name: _____

Email Address (Required): _____

Attendee 4 Full Name: _____

Email Address (Required): _____

Please include a shipping address that is not a P.O. Box. We will ship you a plaque if you purchase and pass the certification exam for this seminar.

Agency: _____

Phone: _____ Fax: _____

Billing Address: _____

City: _____ State: ____ Zip: _____

Shipping Address (No P.O. Boxes): _____

City: _____ State: ____ Zip: _____

Payment Options

To register using a credit card or purchase order, fax a completed registration form to 619.258.5791. Make checks payable to Nan McKay & Associates, Inc. and mail the registration form(s) with your check to 1810 Gillespie Way, Suite 202, El Cajon, CA 92020. Payment must be received before registration can be confirmed. Please select one of the following payment options.

Order Total: _____

Purchase Order Number: _____

Check Payable to NMA Enclosed – Check #: _____

Charge my Credit Card: VISA Master Card American Express

Name on Credit Card: _____

Credit Card Number: _____

Security Code: _____ Expiration Date: _____ / _____

Authorized Signature (Please sign on the line below)

Policies

By registering for and attending this training, you agree that you will not copy, share, post, or otherwise disseminate training or exam materials, including but not limited to posting on the internet, internal network, shared drive, or other publicly accessible means of access. Unauthorized distribution of NMA materials may result in the loss of your certification and/or legal action. **Hotel Recommendations:** Please note that these are only recommendations. We also recommend asking for the government rate when booking rooms at any hotel. **Cancellations:** If you are unable to attend this seminar, you may send a substitute or receive a credit toward a future seminar, to be attended within a one-year period. If you are unable to attend, you must notify NMA in writing at least 60 calendar days prior to the start date of the seminar. If you do not notify NMA in writing, you are responsible for the entire registration fee. If you cancel less than 60 days prior to the start date of this seminar, a cancellation fee of \$150 will be assessed. Substitutions must be in writing on company letterhead with the seminar name, location and attendee name, and received by NMA prior to the seminar start date. NMA reserves the right to cancel a seminar at any time. If a seminar is canceled by NMA, registration fees will be refunded or credited in full. NMA is not responsible for airfare, lodging or other related expenses. Please plan ahead by purchasing refundable airfare. **Retaking Exams:** Exam retake options vary; call for details. You are permitted to fail an exam three times before you are required to retake the seminar. NMA reserves the right to change any policies or pricing at any time and in its sole discretion. For more information regarding refund, complaint and program cancellation policies, please contact our offices at 800.783.3100.