IOWA | Health and Human Services
Division of Public Health

Bureau of Radiological Health
Radon Program

Guide for Application for Certification as a Radon Laboratory

July 2026

TABLE OF CONTENTS

Section			Page
1.	**Introduction**		**1**
	1.1	Overview	1
	1.2	Definitions	1
	1.3	Regulations and Standards	2
	1.4	Confidentiality Requirements	2
	1.5	Initial Credentialing Fees	3
2.	**Required information and Documentation for Application**		**3**
	2.1	Radon Affirmation Statements	3
	2.2	Affirmation Questions	3
	2.3	Radon Measurement Proficiency Program Participation	4
	2.4	Testing Methods	4
	2.5	QA\QC Plan and SOPs	4
	2.6	Applying for Certification	4
3.	**After Certification Approval**		**6**
	3.1	Record Keeping	6
	3.2	Application Changes	7
	3.3	Certification Renewal	7

1. Introduction

1.1 Overview.

This guide explains the requirements and process for applying for the first time as a Radon Laboratory under IAC Chapter 43, "Minimum Requirements for Radon Testing and Analysis".

In order to become certified in Iowa as a radon laboratory there are certain qualifications that must be met. This guide explains the qualifications needed to apply for certification.

Under 641-43.3(136B) General Provisions - A complete application must be filed on a form or other electronic document as prescribed by the department and shall contain complete and accurate information. An applicant must qualify under a certain set of conditions in order for the application to be acceptable. An application must show positive proof the applicant meets all of the certification requirements. You will be prompted to upload/submit, **all** of the following information and supporting documents outlined in Section 2 with your application.

Per IAC 641--43.4(2) in addition to the information outlined in this guide the department may require the applicant to submit supplementary statements containing additional information to enable the department to determine whether an application should be approved or denied, or whether a previously issued certification should be amended, suspended, or revoked.

This guide will also help you to prepare all the information and documentation you will need to have available when you are ready to apply for certification The IDPH Radon Program uses the division's online AMANDA licensing portal so you will need a computer, tablet, etc. with internet access. You should have all documents ready in electronic format when you begin the application process. If you cannot convert your documents to an electronic format or if you do not have access to a computer or the internet, please contact the Iowa Radon Program at (515) 281-4928. See Section 2.7 for further information.

1.2 Definitions.

"NRPP" means National Radon Proficiency Program; https://nrpp.info/

"ANSI" means American National Standards Institute; www.ansi.org

"Certified person" means a certified radon measurement specialist or certified radon measurement laboratory as defined IAC Chapter 43(136B).

"Certified radon measurement laboratory (certified laboratory)" means a commercial laboratory which may analyze samples or test for radon decay products and meets the provisions for certification as defined IAC Chapter 43(136B).

"EPA" means the United States Environmental Protection Agency; www.epa.gov/radon

"IEA" Indoor Environments Association, formerly AARST

"Iowa HHS" or "HHS" means the Iowa Department of Health and Human Services; hhs.iowa.gov

"NRSB" means National Radon Safety Board; www.nrsb.org

1.3 Regulations and Standards.

A copy of Iowa Administrative Code 641 Chapter 43 "MINIMUM REQUIREMENTS FOR RADON TESTING AND ANALYSIS" and information on current EPA standards of practice can be found at the department's radon website: https://hhs.iowa.gov/radiological-health/radon/radon-testing-lab-certification-and-mitigation-credentialing. The website also has other useful resources.

IAC 641—43.3(3) *c.* 6 requires that an individual acknowledge that they will follow all EPA radon measurement guidelines and protocols. The current list of EPA standards of practice are those published by ANSI/AARST and includes the following:

- ANSI/AARST MS-QA-2023, *Radon Measurement Systems Quality Assurance*
- ANSI/AARST MAH-2023, *Protocol for Conducting Measurements of Radon and Radon Decay Products in Homes*
- ANSI/AARST MA-MFLB-2023, *Protocol for Conducting Measurements of Radon and Radon Decay Products in Multifamily, School, Commercial and Mixed-Use Buildings*

These documents can be viewed for free at the below websites;

https://standards.aarst.org/

Hard copies and printable .pdf versions can be purchased from the above AARST website or from www.ansi.org.

1.4 Confidentiality Requirements.

Please be aware of the confidentiality requirements regarding dissemination of radon test results when processing test kits and providing test results used at locations within Iowa:

IAC 641-43.7(3) Requirements of certification. A Certified person shall:

c. Not disclose to any other person, except to the department, the results of a test or the address or the name of the owner of a nonpublic building that the person tested for the presence of radon gas and progeny, unless any of the following conditions are met:

(1) The owner of the building waives, in writing, this right of confidentiality.

(2) The person certified or credentialed pursuant to Iowa Code section 136B.1 may disclose the results of a test performed by the person for the presence of radon or radon progeny to a potential buyer of a nonpublic building when an offer to purchase has been presented by the buyer and if the potential buyer paid for the testing.

Any test results disclosed shall be results of a test performed within the five years prior to the date of the disclosure.

If needed, an example waiver can be found in a downloadable file titled Measurement Waivers under the "Resources for applicants and certified individuals" section at the bottom of the page on our website at**;**

https://hhs.iowa.gov/radiological-health/radon/radon-testing-lab-certification-and-mitigation

NOTE: An explanation of the use of this waiver should be referenced in your QAP and the waiver form included in the appendixes.

1.5 Initial Certification Fees.

The following fees must be paid at time of application. These fees are non-refundable. An application will not be processed until the appropriate fees are paid.

a. Initial application fee is $25.
b. Certification fee is $500.

Therefore, the total initial certification fee is $525.

PLEASE NOTE: THE ABOVE FEES ARE NON-REFUNDABLE

2. Required information and Documentation for Application

2.1 Radon Affirmation Statements

You must acknowledge that you agree to the following (these statements will be included in the online application process):

1) I will keep all records for a minimum of 5 years after a radon test is completed.
2) I will submit any changes in procedures within 14 days to IDPH.
3) I will submit radon test results every 30 days to the radon program within IDPH. The radon test results will be submitted on a form provided and, in a manner, approved by the department.

2.2 Affirmation Questions

The following questions are required to be answered as part of the application process and are included in online application. If a "Yes" answer is provided and additional documentation is required, please have the documentation ready for upload/submittal:

1) Has any state or other jurisdiction of the United States or any other nation ever limited, restricted, warned, censured, placed on probation, suspended, revoked, or otherwise disciplined a professional license, permit, registration, or certification issued to you or the organization?
   If yes, include the date, location, reason, and resolution.
2) Have there ever been judgments or settlements paid on your behalf or on the organization's behalf as a result of a professional liability case?
   If yes, include the date, location, reason, and resolution.
3) Have you or the organization ever had a license, permit, registration, or certification denied, suspended, revoked, or otherwise disciplined by a certification body?
   If yes, provide a description of the circumstances.

Per IAC 641--43.4(2), the department may require the applicant to submit supplementary statements containing additional information to enable the department to determine whether an application should be approved or denied, or whether a previously issued certification should be amended, suspended, or revoked.

2.3 Provide proof of successful participation in the AARST/NRPP or NRSB Radon/Radon Progeny Measurement Proficiency Program.

Information on the AARST/NRPP program visit https://nrpp.info/certification/how-to-become-certified/ and use the link to apply for certification or by emailing certification@nrpp.info.

Information on the NRSB laboratory proficiency program can be found here: https://www.nrsb.org/for-professionals/types-of-certifications/ and https://www.nrsb.org/for-professionals/laboratory-accreditation/

2.4 Testing Methods

All measurement devices used must be NRPP or NRSB certified for radon and be listed on the associated certification body website;

https://nrpp.info/devices/approved-devices/
https://www.nrsb.org/devices/device-listings/

You will need indicate each testing method you wish to be certified to analyze. Your choices are:

- Activated charcoal adsorption (CC)
- Alpha Track detectors (AT)
- Continuous radon monitor (CR or CRM)
- Charcoal liquid scintillation (LS)
- Electret (EL), includes short and long term

2.5 Quality Assurance/Quality Control (QA/QC) plans and Standard Operating Procedures (SOPs)

A separate QA/QC plan for each measurement method or equipment type to be used must be submitted. A QA\QC plan shall follow the requirements outlined in ANSI/AARST MS-QA-2023, *Radon Measurement Systems Quality Assurance* or those as required by the NRPP or NRSB laboratory credentialing program. This can be the same QA\QC Plan and SOP you submit to NRPP or NRSB for their respective laboratory credentialing requirement.

2.6 Applying for Certification

The Radon Program within the Bureau of Radiological Health uses an online licensing portal called AMANDA. This system will need to be used to submit your initial application for certification, submit changes to your application, complete required reporting, submit changes to your application and to renew your certification.

The AMANDA licensing portal can be accessed here;

https://amanda-portal.idph.state.ia.us/adpereh/portal/#/commons/sign-in

Please contact program staff for instructions on applying for certification through our licensing portal.

If approved, you will receive a wall certificate card via the email provided on the lab account and typically arrives overnight. The certificate will show the lab's Iowa certification number, RNLAB#####, Issue & Expiration Date (1 year after end of the month issued) and list approved test methods.



STATE OF IOWA
DEPARTMENT OF HEALTH AND HUMAN SERVICES
Bureau of Radiological Health
Hereby Licenses and Authorizes

YOURRADON LAB

2 RADON WAY
RADON HILL, IA 55555

Has complied with the requirements and is hereby authorized to perform radon analysis pursuant to Iowa Code 136B and 641 Iowa Administrative Code Chapter 43.

Certified Radon Analysis Laboratory

Testing Methods:Alpha-Track Detection, Activated Charcoal Adsorption, Charcoal Liquid Scintillation, Other

Patty Riesberg

Patty Riesberg, Bureau Chief

IOWA HHS

License Number:
RNLAB00000

Issue Date
February 13, 2024

Expiration Date
February 28, 2025

If you do not find it in your email check your SPAM folder for an email from idph.adperehreg_noreply@iowa.gov, since this is a no reply email some programs will flag it as SPAM. If found in your SPAM folder, add this email address to your safe/trusted email list.

Shortly after approval you will also receive an email from program staff that includes the monthly measurement reporting instructions, reporting template and spreadsheet completion instructions. See Section 3.1.1 for more information.

3. After Certification Approval

3.1 Record Keeping (IAC 641—43.6)

3.1.1 Radon Test Data:

As a condition of certification, you are required to report radon testing activity to the department every 30 days even if no testing is done, report test data within 30 days of completion of a test and maintain testing records for a minimum of 5 years.

Monthly logging of radon testing activity shall be performed via the AMNADA online licensing portal along with the upload of any testing data. The radon test results shall be submitted using the department provided Excel spreadsheet template. This template along with instructions on completing the template and using the AMANDA system to report monthly testing activity will be emailed to you after approval of your certification. The template and instructions can also be downloaded at the following website under "Resources for applicants and certified individuals"; https://hhs.iowa.gov/radiological-health/radon/radon-testing-lab-certification-and-mitigation-credentialing.

The following information must be recorded. Further detail scan be found in the instructions for completing the monthly reporting template:

- The address or location of the building being tested (street address, city, state & ZIP).
- The name and telephone number of the owner(s) of the building where the radon testing was conducted
- Extra information on Location of test within the floor /level being tested
- The results of any tests performed in picocuries/liter (pCi/l) or radon
- Lab # or Device Model # & Lab Test # or Device S/N
- The method used for radon testing (type of device used)
- Media tested (air, water, soil)
- The level or floor of building where the test was conducted.
- Conditions under which the testing was performed.
- The start and end date of the test.
- The purpose of the test.

Monthly logging of radon testing activity shall be performed via the AMANDA online licensing portal along with the upload of any testing data. The radon test results shall be submitted using the department provided Excel spreadsheet template. The spreadsheet along with instruction on completing the template and using the AMANDA system to report monthly testing activity will be emailed to you after approval of your certification. The template and instructions can also be downloaded at the following website under the "Resources for applicants and certified individuals" section; https://hhs.iowa.gov/health-prevention/providers-professionals/radiological-health/radon/radon-testing-lab-certification-and-mitigation-credentialing

3.1.2 Records Associated with your QAP(s) Including:

- The QAP/SOP Plan for each measurement device to be used
- Personnel qualification and training records & logs
- QA\QC testing logs (calibrations, duplicates, blanks, spikes, etc.)
- Suggestions or complaints and corrective actions to procedures and complaints.
- Any forms used such as Chain-of- custody, tracking sheets, building investigation, non-interference agreements, closed building conditions, etc.

3.1.3 Confidentiality Waivers

If used, a copy of signed confidentiality waivers must also be maintained on file.

3.2 Application Changes.

Any changes to your application such as company name, address, etc., or addition/deletions of testing method types shall be made to the department within 14 days of occurrence.
Additional testing method types can be added to your certification at any time with the submission of an appropriate QA\QC plan for that method. There is no charge for this.

If you need to add or remove individuals with rights to the lab's account, Instructions, "Instructions to Manage Online Administrators", may be requested by contacting program staff.

NOTE: Additional testing method types can be added to your certification at any time with the submission of an appropriate QA\QC plan for that method. There is no charge for this.

3.3 Certification Renewal.

A certification is valid for 1 year and must be renewed by the last day of the month in which their certification was approved and issued and can be found on the wall certificate issued to the lab. Renewal will be completed via the AMANDA licensing portal. Renewal notices will go out from the AMANDA licensing system 90 and 30 days prior to expiration, at expiration and 30 days after to email address in AMANDA. The renewal fee is $500.

If a certification is not renewed within 30 days of expiration it will become a reinstatement and a fee of $100 will be required in addition to the $500 certification renewal fee.

Copies of any application documents that have been updated or renewed from the last submission, such as renewed proficiency program registration, must be uploaded.