

# North Carolina Code Enforcement Official

## Careers in Code Enforcement – Residential Changeout Inspector



The [NC Code Officials Qualification Board](#) and NC Department of Insurance, Engineering Division staff are now offering the [Residential Changeout Inspector \(RCI\)](#) Standard Certificate Board course as a FREE Online Self-Study PILOT to meet the unprecedented demand for inspectors – see advertised [job openings](#). Your education and experience may qualify you for employment for such work even if you do not already have construction industry experience. There are hundreds of North Carolina counties and cities that employ code enforcement officials certified by the Board. [Residential Changeout Inspectors](#) perform field inspections of appliance “like kind” replacements and determine compliance with mechanical, plumbing and electrical code requirements. Some jurisdictions employ inspectors on a part-time or probationary basis.

To access the course create a username and password online through the [Create a New CEO](#)” page unless you are an existing code enforcement official and already have an account (i.e. pre-qualified, probationary or standard certificate in any trade).

Follow these steps:

1. Using your credentials, log into the [NCCOQB online portal](#)
2. Click on the **Supplemental** tab.
3. Scroll down to **Trade: Residential Changeout**
4. Click on [Enroll](#) COD 3102 1 Residential Changeout Inspector
5. Scroll to the top of the page and Click on [Go to Course](#)
6. Click on the **COD 3102 Residential Changeout ...**” learning block to begin the course.

**COD 3102 Residential Changeout Inspector (RCI)** Standard Certificate course is organized in three (3) parts:

**Part 1: Orientation**

**Part 2: Course Modules and Activities**

**Module 1:** RCI - Mechanical - HVAC Appliances

**Module 2:** RCI - Mechanical - HVAC Connection

**Module 3:** RCI - Plumbing - Electric Water Heaters

**Module 4:** RCI - Plumbing - Gas Water Heaters

**Module 5:** RCI - Plumbing - Tankless Water Heaters

**Module 6:** RCI - Electrical

**Part 3: End-of-Course Test (proctored)**

For additional information, contact Mike Hejduk, Executive Director at [mike.hejduk@ncdoi.gov](mailto:mike.hejduk@ncdoi.gov) or Beth Williams, Assistant Director at [beth.williams@ncdoi.gov](mailto:beth.williams@ncdoi.gov)