

Sec. 20-504-4. Provisional appraisers and supervisory appraisers

(a) No person shall be a state provisional appraiser for less than one (1) year or more than a total of six (6) years except that under circumstances of bona fide personal or physical hardship or other good cause, the commission or commissioner may allow additional time on a case by case basis. Such six (6) year total shall not include any period for which the proposed appraiser has given the commission earliest reasonable written notice of complete suspension of appraisal activity in Connecticut.

(b) While performing appraisal work, each provisional appraiser shall be subject to direct supervision by one or more supervisory appraisers, each of whom:

(1) Shall have held a certified residential or certified general appraiser license for at least three (3) years prior to becoming a supervisor;

(2) Shall not have been subject to any disciplinary action within the immediately preceding three (3) years that affects their legal eligibility to engage in appraisal practice; and

(3) Shall currently hold their license in good standing.

(c) Both provisional appraisers and supervisory appraisers shall complete a course that, at a minimum, complies with the specifications for course content established by the Appraisal Qualifications Board. The course curriculum shall contain a review of the requirements and responsibilities of supervisory appraisers and the expectations of provisional (also known as “trainee”) appraisers. The course shall be completed by the provisional appraiser prior to obtaining a provisional appraiser credential and completed by the supervisory appraiser prior to supervising a provisional appraiser.

(d) The supervisory appraiser shall be responsible for the direct supervision of the provisional appraiser by:

(1) Accepting responsibility for the appraisal work performed. The supervisory appraiser shall indicate the acceptance of responsibility in any resulting written appraisal reports, appraisal review reports or appraisal consulting reports by signing and certifying the report is in compliance with the current USPAP;

(2) Reviewing the provisional appraiser's appraisal reports, appraisal review reports, appraisal consulting reports or work product; and

(3) Personally inspecting each appraised property with the provisional appraiser until a reasonable appraiser would judge the provisional appraiser to be competent in accordance with the Competency Rule of the USPAP for the property type.

(e) Each provisional appraiser and supervisory appraiser shall file with the commission a notification prior to beginning and at the termination of their employment by each supervisory appraiser.

(f) For verification of experience credit, an appraisal log shall be maintained by the provisional appraiser and supervisory appraiser and shall, at a minimum, include the following for each appraisal:

(1) Type of property;

(2) Date of report;

(3) Type of report;

(4) Address of appraised property;

(5) Description of work performed by the provisional appraiser and scope of the review

and supervision of the supervisory appraiser;

(6) Number of actual work hours performed by the provisional appraiser on the assignment; and

(7) The signature and state certification number of the supervisory appraiser.

(g) The supervisory appraiser and the provisional appraiser shall review and each sign the appraisal log on a quarterly basis, in accordance with a log format provided by the commission.

(h) Separate appraisal logs shall be maintained for each supervisory appraiser.

(i) The provisional appraiser shall be entitled to obtain copies of appraisals such provisional appraiser prepared or to which such provisional appraiser made a significant professional contribution, from supervisory appraisers when such copies are necessary to document appraisal experience for licensure, certification or regulatory compliance purposes. The supervisory appraiser shall not, however, be required to maintain copies beyond the record keeping requirements of the current USPAP.

(j) The supervisory appraiser, by signing the notification to the commission of the sponsorship of the provisional appraiser, agrees to assume the responsibilities and duties of a supervisory appraiser as provided in this section, in chapter 400g of the Connecticut General Statutes and in the USPAP, and shall cooperate with the commission regarding matters related to the provisional appraiser.

(k) A supervisory appraiser shall not supervise more than three (3) provisional appraisers at one time.

(Effective May 18, 1994; Amended October 15, 1999; Amended February 2, 2001; Amended December 7, 2004; Amended May 31, 2007; Amended January 5, 2011; Amended December 9, 2015; Amended August 3, 2020; Amended September 30, 2021)