QAD Roundtable
File and Field QA Review Checklist

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Presentation Agenda

- Development of Checklist

- Plans for 2018

- Review Use of Checklist

- Questions

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Checklist Development

- Tool that will work towards consistency file and field reviews

- Checklist developed by QA Training Working Group (BIG Thank you to the members of this group!!)

- Vetted by a few providers/QADs and changes were made based on feedback received

- Proposed that it will replace the 3%/2 pt. threshold currently in the standards

Grading Criteria

- How frequently * is this item performed by the Rater?
  - 1 = Never
  - 2 = Occasionally
  - 3 = Fairly Often
  - 4 = Very Often
- * Frequency within a single home energy rating, or an item that is found in all, if not almost all, homes.

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Grading Criteria

- How important is this item to the performance of the rating?
  - 1 = Not important
  - 2 = Somewhat important
  - 3 = Important
  - 4 = Very important
- Importance to the rating itself as well as administrative requirements required for each rating

Severity Score

- This would allow the QAD to indicate a level of severity of the mistake rather than all or nothing on the overall rating score. Additionally, this scale can also be used for regional variation

- Severity Score
  - 1 = Low
  - 2 = Medium
  - 3 = High

Overall Rating Score

- Overall rating score = 2*Importance + Frequency

    (per NREL Mulifamily StandardWork Specifications)

- Pass/Fail Percentage 10%=91 points (subject to change based on feedback)

- The rating file must be corrected and resubmitted to the QAD and RESNET Registry (if applicable) if-

    - Any item has an asterisk

    - Any item has a severity score of 3

    - The rating gets a failing score

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Plans for 2018

- Soft Launch
- Starting point, more changes may be made
- Looking for feedback on the passing score
- May be required in 2019 but that depends on the standards

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