

## Indiana Radon Licensing Instructions

- 1) Determine the type of Indiana radon license that suits your needs
  - Secondary Radon Tester – May place and retrieve passive monitors. **Secondary Testers are *not* required to report radon data to IDOH annually.**
  - Primary Radon Tester – May perform all Secondary Tester functions. May also use active radon monitors and electret ion chambers. **Primary Testers are required to report radon data to IDOH annually.**
  - Laboratory Tester – May perform all Primary and Secondary Tester functions. May also manufacture and analyze passive monitors. Most laboratory testers work for a laboratory, and may be responsible for all laboratory activity. **Laboratory Testers are required to report radon data to IDOH annually. \*\*\*\*\*THIS IS GOING AWAY\*\*\*\*\***
  - Laboratory- A business entity authorized to manufacture and analyze passive monitors. **Laboratories are required to report radon data to IDOH annually.**
  - Radon Mitigator – Repairs or alters a building or building design to reduce radon levels. He/she may represent a company, but must be a full-time employee or employer, and shall be responsible for all mitigation activities. Radon Mitigators may *not* perform Tester functions. **Radon Mitigators are required to report radon data to IDOH annually.**
  
- 2) Obtain the appropriate national certification from either the [National Radon Proficiency Program \(NRPP\)](#) or the [National Radon Safety Board \(NRSB\)](#).
  - The appropriate certification will be determined by the type of activity you wish to perform (testing with passive monitors, testing with active monitors, performing mitigation, etc).
  - Your national measurement/tester certification **must** reflect the specific kind of device you wish to use.
  - **This certification must be obtained prior to applying for an Indiana radon license, and must be maintained at all times for the duration of Indiana licensure.**
  
- 3) Use NRPP/NRSB certification documentation to apply for Indiana radon license.
  - Application paperwork can be completed online at <https://access.in.gov/signin/>. See pages two and three of this document for instructions.

**Step 1.** Log into. <https://access.in.gov/signin/>

**Step 2.** Type in your email address.

**Step 3.** Receive verification code in your email and enter it in.

**Step 4.** Create a password and sign in

**Step 5.** Click on View All Services at the bottom of the page.

 ACCESS INDIANA DASHBOARD

 Current Notifications

 [Add More Security with Two-Step Verification](#)

View

 [Be prepared! Remember to Add a Recovery Email!](#)

View

 Bookmarked Services

You currently have no bookmarked services.

Click on a bookmark icon to add one!

[View All Services](#)

**Step 6.** Scroll to the bottom of the ACCESS INDIANA SERVICES page and click on the My LICENSE box.



**Step 7.** Click on the Log In tab on the top left side of the page.

**Step 8.** Click on the Business or Individual tab on the top left side of the page and begin your new or renewal application.