QUESTIONS RELATED TO ENGAGING TECHNICIANS FOR PROFESSIONAL ASSISTANCE:

1. Why was the Quebec Pilot Project discontinued?

The Quebec Pilot Project was created to provide AIC-QC Designated Members with an opportunity to engage qualified Non-Members in appraisal assignments within Quebec. This included Évaluateurs agréés (É.A.), accredited members from the Ordre des évaluateurs agréés du Québec (OEAQ) and technicians who are members of the Association des techniciens en évaluation foncière du Québec (ATEFQ).

With changes to CUSPAP 2018 that allow AIC Designated Members to engage technicians to provide professional assistance (Section 7.26) and with the creation of a Quebec Registry to track the co-signing relationship between an AIC Designated Member and an É.A., the pilot project was no longer required.

2. What will happen to technicians who are currently registered within the Quebec Pilot Project? Can technicians be registered in the new AIC Quebec Registry?

Technicians will be removed from the Quebec Pilot Project and are not eligible to register in the AIC Quebec Registry.

3. What happens to Technician’s third-party professional insurance with Hub Insurance (previously Integro Insurance) that was acquired as part of AIC’s Quebec Pilot Project?

All technicians that are registered in AIC’s Quebec Pilot Program are holding third-party professional liability insurance with HUB International (AIC’s Insurance Broker). These technicians’ policies will be grandfathered in, meaning their coverage will be extended and renewable under the same terms, conditions and price. However, going forward this coverage will apply only to professional assistance provided for assignments completed for the AIC Designated Member who is identified in the policy. This policy does not extend to any other AIC Designated Member.

Any technician that is currently not registered in the AIC’s Quebec Pilot Program will not be allowed to apply for future coverage under the AIC’s insurance policy. They must arrange for their own professional liability insurance.

AIC recommends that the technician contact HUB insurance at aic@hubinternational.com if they have further questions.
4. How can a technician not currently registered in the AIC Quebec Pilot Project obtain professional liability insurance?

There are two options:

a) They can contact an insurance broker of their choice to obtain third-party liability insurance coverage; or,

b) The AIC Designated Member who they work for can secure additional corporate professional liability insurance and the technician can become an insured person covered under that Member’s corporate liability insurance program. The AIC Designated Member can contact HUB insurance at aic@hubinternational.com for further information.

5. What is adequate/appropriate professional insurance?

AIC expects an AIC Designated Member to take all reasonable steps to ensure that the technician providing professional assistance has professional liability insurance that is adequate/appropriate for the types of assignments for which it is provided.

6. What does professional assistance include?

CUSPAP 2018 (effective August 1, 2018) Definition 2.46 defines Professional Assistance as:
Support to the Member that has a direct and significant bearing on the outcome of an assignment including property inspections, analysis, and development of opinions and estimates.

CUSPAP 2018 (effective August 1, 2018) Real Property Appraisal Standard Comment 7.26: Responsibility limits the type of professional service a technician may provide to inspection. It further requires an AIC Member to register the technician in the Non-member Registry.

7. What is clerical assistance?

CUSPAP 2018 (effective August 1, 2018) Definition 2.9 defines Clerical Assistance as: support to the Member in the preparation of a report but does not include any assistance that would be properly classified as Professional Assistance. Clerical assistance does not extend to inspection, selection of market data or assistance that leads to the analyses, opinions and conclusions in the report. Examples of clerical assistance include: data collection; collating reports; preparing appendices, maps and sketches; spelling and grammar checking.

8. If I engage a technician to provide the professional assistance of inspection, do I need them to sign the appraisal report?

No, the technician does not sign the report. An AIC Designated Member must indicate the name of the technician that was engaged and outline the nature of the professional assistance they provided in the certification section of a report. The AIC Designated Member is the only professional that must sign the report.
9. *Does the AIC Designated Member who is engaging a technician have to be located within the province of Quebec?*

Yes. As per CUSPAP (Ethics Standard Comment 5.10), an AIC Designated Member be competent within the geographic scope and requirements of the professional service assignment.

10. *Do professional assistants need to have liability insurance?*

Yes, an AIC Designated Member must ensure that anyone providing them with professional assistance, e.g. a technician, has liability insurance.

11. *Who do I contact for more information?*

Please contact info@aicanada.ca for more information.