

LEVEL 5 REQUIREMENTS FOR CERTIFICATION

Application For Examination

To be certified for the operation of a class F-5, class D-5, or class S-5 drinking water system, an individual shall submit, not less than 20 days before the examination date, an application for examination. The information contained on the application shall be evaluated by the Michigan Department of Environmental Quality (MDEQ), and shall be subject to review by the Advisory Board. The department may require verification of the education of an applicant for an examination. The MDEQ shall notify all applicants not less than 15 days before the examination of its findings and shall notify those applicants accepted for examination of the date, time, and location of the examination.

Continuing Education Credit

Holders of a "5" level certificate are required to obtain not less than 9 hours (0.9 CECs) of continuing education credit during the certificate renewal period. Continuing education credit may be awarded to individuals successfully completing a course. In order for a training course to qualify for continuing education, it must be Advisory Board-approved. Individuals may contact Matt Tomlinson at 517-241-8913 regarding continuing education credit for courses.

Certification Renewal Status

Individuals writing and passing a certification examination are issued certificates on the basis of a 3-year renewal cycle. Prior to the expiration of a certificate, an individual will be notified of their expiration, and may apply for renewal. A renewal applicant who has met the continuing education requirement will be issued a new certificate. A certificate that is not renewed will expire. Those with an expired certificate will be notified of such, by letter, provided a current address is on file with MDEQ. Persons with an expired certificate are eligible for employment at a waterworks system; however, they cannot serve as the "operator in charge" or "back-up operator" of a distribution system, a treatment system, or a shift at a water treatment plant.

Reinstatement

A certificate that has expired may be reinstated within 1-year from the expiration date of the certificate only when an individual has completed the necessary continuing education requirements as prorated from the certificate's expiration date. If a certificate is not reinstated, the individual will no longer hold any drinking water certification and will be required to re-test for the desired certification. MDEQ will determine the number of credits required to reinstate an expired certificate. Outlined below is a scenario of reinstatement and the procedure to calculate reinstatement prorated CEC's.

Scenario: An individual had been issued an S-5 certificate with a three-year renewal cycle and an expiration date of October 15, 2005. The number of contact hours (or CECs) is determined from the highest classification held: 9 hours (0.9 CECs), based on the S-5 in this case. The individual has not taken the required 9 hours of training; and, therefore, cannot renew their certificate. The certificate will expire on October 15, 2005. Within 1-year of the expiration date, or by October 15, 2006 in this case, the individual must request reinstatement and meet the prorated continuing education requirement. The calculation of required points is 0.9 for the 2002-2005 renewal period. On October 15, 2005, a level 5 certificate holder will receive a 90-day grace period and still be able to reinstate their certificate with 0.9 CEC's. After the 90-day grace period, a level 5 certificate holder will need 0.9 plus 0.1 for each subsequent quarter (90 days) up to 1-year after the expiration date. The end date for each quarter will be January 15, April 15, July 15, and October 15. If the individual does not meet the prorated continuing education requirement by October 15, 2006, he or she will need to re-test for the desired certification.