

Maternal Infant Health Program  
**Professional Staff Waiver Application Instructions**

To request a staffing waiver for MIHP, the certified MIHP provider must submit the following documents:

1. A cover letter which includes the following:
  - a. The reason why the agency is requesting the waiver.
  - b. A detailed description of the actions you have taken to employ a qualified professional who does not require a waiver.
2. A copy of the waiver applicant's resume or curriculum vitae, which includes work experience.
3. A copy of the waiver applicant's applicable license and/or registration.

Please submit all required documents to your MDHHS MIHP consultant:

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**NOTE:** The waiver application must be approved by MDHHS prior to MIHP employment.

Your consultant will review and approve or deny the waiver request in writing, within three (3) business days of receipt of the request.