

MICHIGAN GENETIC COUNSELOR LICENSING GUIDE

OVERVIEW:

The genetic counselor license type allows a licensee to engage in the unrestricted practice of genetic counseling.

The temporary genetic counselor license type allows a licensee to engage in the practice of genetic counseling while being required to work under the supervision of a qualified supervisor at all times. A temporary licensed genetic counselor license may be renewed 4 times and will automatically expire upon the issuance of a full genetic counselor license or upon loss of active candidate status with the ABGC or the ABMGG.

NOTE: The content contained below is a general overview of licensing requirements. Links to access the Occupational Code and Administrative Rules for this profession can be found at the end of this guide.

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LICENSURE REQUIREMENTS CHECKLIST

APPLICATION AND FEES

- Online Application for a Genetic Counselor License - Complete all fields, answer all questions, and upload any supporting documentation.
- Online applications can be completed by visiting www.michigan.gov/miplus
- Application Fee + per year license fee: (Must be paid by Visa, Mastercard, American Express, or Discover credit or debit card)
 - Genetic Counselor \$240.15 (3 year license)
 - Temporary – Licensed Genetic Counselor \$126.00 (1 year license)

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THE FOLLOWING REQUIREMENTS APPLY TO ALL APPLICANTS

- Criminal Background Check – Once the online application is completed and submitted you will be emailed an Application Confirmation letter containing instructions to complete the Criminal Background Check (except those applicants seeking relicensure, for a license that expired within the last three years).
- Good Moral Character Questions – Documentation and explanation will be required if you answer “yes” to either question to show at the current time you have the ability to, and are likely to, serve the public in a fair, honest and open manner, that you are rehabilitated, or that the substance of the former offense is not reasonably related to the occupation or profession for which you are seeking a license.
- Human Trafficking Training – Completion of a training to identify victims of human trafficking is required for an individual seeking licensure or registration that meets the standards of Administrative Rule 338.2457.
- Implicit Bias Training – Completion of 2 hours of implicit bias training within the 5 years immediately preceding issuance of the license or registration is required.
- Social Security Number (SSN) – An individual applying for licensure is required to provide his or her social security number at the time of application. If exempt under law from obtaining an SSN or you do not have an SSN, the SSN affidavit form will be required to be uploaded at the time the application is submitted.
- English Language Proficiency – An individual applying for licensure must demonstrate a working knowledge of the English language. This can be established if either the applicant’s required health professional educational program was taught in English, a transcript establishes the applicant earned not less than 60 college level credits from an English-speaking graduate or undergraduate school, the applicant’s credentials and English proficiency have been evaluated and determined to be equivalent to the credentials required in this state by a board-approved credentialing agency or that the applicant obtained a passing score on an approved English proficiency exam as established by the department under R 338.7002b(2) of the Public Health Code – General Rules.

ADDITIONAL REQUIREMENTS FOR LICENSURE BY EXAMINATION

(These are in addition to the requirements stated above that apply to ALL applicants)

- ABGC or the ABMGG Certification – Proof of current certification in good standing must be submitted directly to this office by the ABGC or ABMGG. Proof must be emailed to bpldata@michigan.gov or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909.

****Once licensure is issued, a genetic counselor licensee shall maintain certification with the ABGC or the ABMGG.**

ADDITIONAL REQUIREMENTS FOR TEMPORARY LICENSE

(These are in addition to the requirements stated above that apply to ALL applicants)

- ABGC or ABMGG Status – Proof of active candidate status must be submitted directly to this office by the ABGC or ABMGG. Proof must be emailed to bpldata@michigan.gov or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909.

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- Verification of Supervision – This form must be submitted directly to our office from the qualified supervisor in Michigan. The form can be emailed to bpldata@michigan.gov or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909.

A temporary-licensed genetic counselor license may be renewed 4 times and will automatically expire upon issuance of a full genetic counselor license or upon loss of active candidate status with the ABGC or the ABMGG.

****A licensee shall report to the department a change in active candidate status or a change in qualified supervisor not later than 30 days after the change occurs.**

ADDITIONAL REQUIREMENTS FOR LICENSURE BY ENDORSEMENT (These are in addition to the requirements stated above that apply to All applicants)

- Verification of Licensure – Verification of licensure must be submitted directly to our office by the licensing agency of any state of the United States or country in which you hold or ever held a license. The verification must show that disciplinary proceedings are not pending against the applicant, and sanctions are not in force at the time of application. Verification can be emailed to bpldata@michigan.gov or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI.

ADDITIONAL REQUIREMENTS FOR THOSE APPLYING FOR RELICENSURE (These are in addition to the requirements stated above that apply to All applicants)

- Online application can be completed by visiting www.michigan.gov/miplus and selecting MiPLUS Login. Once logged in, click on the “Licenses” tab, select “Modification” next to your license number and this will start the relicensure process.
 - Genetic Counselor Relicensure: \$265.15
 - Temporary – Licensed Genetic Counselor Relicensure: \$146.00

(Must be paid by Visa, Mastercard, American Express, or Discover credit or debit card)

All genetic counselor applicants for relicensure must complete the following:

- ABGC or the ABMGG Certification – Proof of current certification in good standing must be submitted directly to this office by the ABGC or ABMGG. Proof must be emailed to bpldata@michigan.gov or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909.

All temporary licensed genetic counselor applicants for relicensure must complete the following:

- ABGC or ABMGG Status – Proof of active candidate status must be submitted directly to this office by the ABGC or ABMGG. Proof must be emailed to bpldata@michigan.gov or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909.
- Verification of Supervision – This form must be submitted directly to our office from the qualified supervisor in Michigan. The form can be emailed to bpldata@michigan.gov or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909.

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RENEWAL REQUIREMENTS CHECKLIST

- Online Application for Genetic Counselor or Temporary – Licensed Genetic Counselor Renewal – Must be completed by visiting www.michigan.gov/miplus no sooner than 90 days prior to the expiration date of current license.
- Genetic Counselor Renewal Application Fee: \$165.15 (Must be paid by Visa, Mastercard, American Express or Discover credit or debit card)
- Renewal Cycle: 3 years
- Temporary – Licensed Genetic Counselor Renewal Application Fee: \$51.00 (Must be paid by Visa, Mastercard, American Express or Discover credit or debit card)
- Renewal Cycle: 1 year – A temporary licensed genetic counselor license may be renewed 4 times.

The following requirements apply to all renewal applicants:

- Good Moral Character Questions - Documentation and explanation will be required if you answer “yes” to either question to show at the current time you have the ability to, and are likely to, serve the public in a fair, honest and open manner, that you are rehabilitated, or that the substance of the former offense is not reasonably related to the occupation or profession for which you are seeking license renewal.
- Disciplinary Question – Documentation will be required if you answer “yes” to having sanctions imposed against you by a similar licensure, registration, certification, or disciplinary board of another state or country you have not previously reported to the department.
- Human Trafficking Training – Licensees seeking renewal must certify on their renewal application that prior to renewing their license they have completed a one-time training in identifying victims of human trafficking that meets the standards in Administrative Rule 338.2457.
- Implicit Bias Training – Licensees and registrants are required to complete 1 hour of implicit bias training for each year of their license or registration cycle. Please note, this is not a one-time training and must be completed for each renewal cycle prior to the renewal being completed.

Additional requirements for genetic counselors applying for renewal:

- ABGC or the ABMGG Certification – Proof of current certification in good standing must be submitted directly to this office by the ABGC or ABMGG. Proof must be emailed to bpldata@michigan.gov or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909.
- Accept Renewal Attestation - By accepting the renewal attestation you as the licensee are certifying that you have met the continuing education requirements during the renewal period and all information provided on your renewal application is true and correct:
 - Must be completed by the end of the 3 year license cycle prior to renewal:
 - 75 contact hours of board approved continuing education.

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- A minimum of 1 contact hour of continuing education earned in the area of medical ethics.
- A minimum of 1 contact hour of continuing education earned in the area of pain and symptom management.

Additional requirements for temporary – licensed genetic counselors applying for renewal:

- ABGC or ABMGG Status – Proof of active candidate status must be submitted directly to this office by the ABGC or ABMGG. Proof must be emailed to bpldata@michigan.gov or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909.
- Verification of Supervision – This form must be submitted directly to our office from the qualified supervisor in Michigan. The form can be emailed to bpldata@michigan.gov or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909.
- Accept Renewal Attestation – By accepting the renewal attestation you as the licensee are certifying that you have met the requirements and all information provided on your renewal application is true and correct.

HELPFUL RESOURCES AND FORMS

- By visiting www.michigan.gov/healthlicense and clicking on the genetic counselor link you can access the following helpful resources and forms:

Resources:

- [Public Health Code](#)
- [Administrative Rules for Genetic Counseling](#)

Forms:

- Verification of Supervision

FREQUENTLY ASKED QUESTIONS

1. Will my temporary genetic counselor license automatically transition into the full genetic counselor license?

No. Once all licensure requirements for the full genetic counselors license have been fulfilled, a new application must be submitted.

2. Where do I send the Verification of Supervision for a Temporary Licensed Genetic Counselor form?

The Verification of Supervision for a Temporary Licensed Genetic Counselor form can be sent to our office by email at bpldata@michigan.gov OR by mail at Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909. This form is required to be submitted by the supervisor. The supervisor must be a Michigan licensed Genetic Counselor with current certification in good standing with the ABGC or the ABMGG.

3. How many times can I renew my temporary genetic counselor license?

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The temporary genetic counselor license can be renewed 4 times.

4. What is the timeframe to report a change in status with the ABGC or the ABMGG?

A licensee shall report to the department a change in active status with the ABGC or the ABMGG no later than 30 days after the change occurs.

5. My license was lost/stolen/destroyed, how do I get a new one?

You may request a duplicate license online at www.michigan.gov/MiPlus. In order to request a hard copy of your license, you will need to log in to your MiPlus account and pay a \$10.00 fee.

6. How do I get a verification of my license sent to another state?

Certified license verification requests must be obtained from the Michigan Board of Genetic Counselors. You must submit your request via the MiPLUS system. There is a \$15.00 fee for certification processing for each address you list. Please note, if you submit both a USPS mailing address and an email address for the same recipient, you will be charged \$30.00 since you have requested your certification to go to two different addresses. Normal processing time for verifications being sent by email is the same day, verifications being mailed are sent the next business day.

7. How do I file a complaint against a health professional?

Information on how to File a Complaint with the Bureau of Professional Licensing can be found on the Bureau of Professional Licensing's website at www.michigan.gov/bpl.

8. Do I have to report to the department a change in my qualified supervisor?

A temporary-licensed genetic counselor shall report to the department a change in a qualified supervisor not later than 30 days after the change occurs.

9. When renewing my temporary-genetic counseling license, do I need to provide the verification of supervision form?

Yes. The licensee shall provide proof verifying that they will be supervised by a qualified supervisor in the state.