

**SANITARIAN REGISTRATION GUIDE**

**REGISTRATION REQUIREMENTS CHECKLIST**  
 (Listed below are the minimum requirements needed to obtain a Sanitarian Registration.)

**APPLICATION AND FEES**

- Online Application for a Sanitarian Registration - Complete all fields, answer all questions and upload any supporting documentation. Online application can be completed by visiting [www.michigan.gov/miplus](http://www.michigan.gov/miplus).
- Application Fee (Must be paid by Visa, Mastercard, American Express, or Discover credit or debit card.):
  - Registered Sanitarian: \$145.90
  - Registered Sanitarian Re-Registration: \$165.90

**THE FOLLOWING REQUIREMENTS APPLY TO ALL APPLICANTS (EXCEPT RENEWAL)**

- Criminal Background Check – Once the online application is submitted, you will be emailed an Application Confirmation letter containing instructions to complete the Criminal Background Check (except those applicants seeking relicensure, if the license expired within the last three years.)
- Good Moral Character Questions – Documentation 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 registration.
- Human Trafficking – Beginning March 17, 2021, individuals seeking registration must have completed training in identifying victims of human trafficking that meets the standards in Administrative Rule 338.3901a prior to being issued a registration. The training must only be completed one time.
- Social Security Number – 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 a SSN or do not have a 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, 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.

## MICHIGAN SANITARIAN REGISTRATION GUIDE

- Professional Education – You must provide proof of completing one of the following:
  - A bachelor's degree, master's degree, or doctoral degree in environmental health from an educational program accredited by Environmental Health Science and Protection Accreditation Council (EHAC).
    - The applicant shall have his or her educational credentials evaluated by a curriculum evaluation conducted by the National Environmental Health Association (NEHA).
  - A bachelor's degree, master's degree, or doctoral degree in any subject from an educational program at an institution approved by the department under R 338.3911(5) that includes both of the following requirements:
    - At least 30 semester hours or 45 quarter hours of college level credit in basic science coursework, including engineering sciences, environmental sciences, health sciences, life sciences, natural sciences, or physical sciences.
    - College level credit for coursework in mathematics or statistics.
  - If an applicant is a graduate of an educational program located outside of the United States, the applicant shall have his or her educational credentials evaluated by a credential evaluation organization that is a current member organization of the National Association of Credential Evaluation Services (NACES).

### ADDITIONAL INFORMATION FOR SANITARIAN REGISTRATION BY EXAMINATION

- Pass the NEHA REHS/RS Examination.

### ADDITIONAL INFORMATION FOR SANITARIAN REGISTRATION BY ENDORSEMENT

- Verification of Licensure – If you hold a current license/registration or have ever held a license/registration as a sanitarian, verification of licensure will be required to be submitted directly to this office by the licensing agency of any state of the United States in which you hold or ever held a license. Verification can be emailed to [bpldata@michigan.gov](mailto:bpldata@michigan.gov) or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909.
- Verifies that he or she has been licensed or registered for a minimum of 3 years immediately before filing an application for registration as a sanitarian in this state. An applicant may submit either of the following as verification:
  - Documentation of the applicant's employment verified by the employer of employment in another state as a licensed or registered sanitarian.
  - Documentation of the status of a license or registration from all other states in which the applicant currently holds or has ever held licensure or registration. Verification includes, but is not limited to, showing proof of any disciplinary action taken or pending against the applicant.
- Completed and passed the examination.

## MICHIGAN SANITARIAN REGISTRATION GUIDE

- If an applicant for a sanitarian registration submits proof that he or she is a current holder in good standing of the REHS/RS credential from NEHA, then it is presumed that the applicant satisfies the educational and experiential requirements.

### **ADDITIONAL REQUIREMENTS FOR REGISTRATION BY ENDORSEMENT FOR THOSE REGISTERED IN A PROVINCE OF CANADA (These are in addition to the requirements stated above that apply to ALL Applicants)**

- Verification of the completion of the educational requirements for a sanitarian registration in a province of Canada or another state to obtain licensure or registration as a sanitarian in a province of Canada or another state. Verification can be emailed to [bpldata@michigan.gov](mailto:bpldata@michigan.gov) or mailed to the Bureau of Professional Licensing at PO Box 30670, Lansing, MI 48909.
- Verification of Licensure – Verification of licensure must be sent directly to our office by the licensing agency of any state or province of Canada which you hold or ever held a license or registration as a Sanitarian. Verification includes, but is not limited to, showing proof that the applicant's license or registration is in good standing and, if applicable, any disciplinary action taken or pending against the applicant. Verification can be emailed to [bpldata@michigan.gov](mailto:bpldata@michigan.gov) or mailed to the Bureau of Professional Licensing at PO Box 30670, Lansing, MI 48909.

### **ADDITIONAL REQUIREMENTS FOR THOSE APPLYING FOR RE-REGISTRATION**

- Online application can be completed by visiting [www.michigan.gov/miplus](http://www.michigan.gov/miplus). Once logged in, select **Licenses**, select "**Modification**" next to your license number and then select "**Reregistration.**"
- If the registration has been lapsed for 3 years or more, an applicant for sanitarian re-registration submits proof that he or she is a current holder in good standing of the REHS/RS credential from NEHA.

### **RENEWAL REQUIREMENTS CHECKLIST**

- Online Application For Sanitarian Renewal – Can be completed by visiting [www.michigan.gov/miplus](http://www.michigan.gov/miplus)
- Renewal Application Fee (Must be paid by Visa, Mastercard, American Express, or Discover credit or debit card.): \$118.90
- Renewal Cycle: 2 years
- Good Moral Character Questions – Documentation 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 registration renewal.

## MICHIGAN SANITARIAN REGISTRATION GUIDE

- 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 – Beginning in 2019, and all renewals thereafter, registrants seeking renewal must have completed training in identifying victims of human trafficking that meets the standards in Administrative Rule 338.3901a prior to renewing their registration. The training must only be completed one time.

### HELPFUL RESOURCES AND FORMS

- By visiting [www.michigan.gov/healthlicense](http://www.michigan.gov/healthlicense) and clicking on the Sanitarian link you can access the following helpful resources and forms:

Resources:

- Public Health Code
- Administrative Rules for Sanitarians