

MICHIGAN SANITARIAN REGISTRATION GUIDE

OVERVIEW:

The sanitarian registration allows a registrant to engage in the practice of a sanitarian.

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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REGISTRATION REQUIREMENTS CHECKLIST

APPLICATION AND FEES

- Online Application for a Sanitarian Registration - Complete all fields, answer all questions, and upload any supporting documentation.
- Online applications can be completed by visiting www.michigan.gov/miplus
- Application Fee + 3 year registration fee: (Must be paid by Visa, Mastercard, American Express, or Discover credit or debit card)

Registered Sanitarian: \$209.30

THE FOLLOWING REQUIREMENTS APPLY TO ALL APPLICANTS

- Criminal Background Check – Once the 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 if the license expired within the last three years).

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- 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 – Beginning March 17, 2021, completion of a one-time training to identify victims of human trafficking is required for individuals seeking registration that meets the standards of Administrative Rule 338.3921.
- Implicit Bias Training– Beginning June 1, 2022, 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 registration 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.
- Verification of Licensure – Verification of licensure/registration 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/registration. 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 48909.
- 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 established 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.

ADDITIONAL REQUIREMENTS FOR LICENSURE BY EXAMINATION

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

- Completed and passed the NEHA REHS/RS Examination - Please arrange to have your examination results forwarded directly to this office from NEHA to bpldata@michigan.gov.
- Final, Official Transcripts – Transcripts must be submitted directly to our office from the school attended and meet the standards set forth by the Board. Transcripts can be emailed to bpldata@michigan.gov or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909.

Professional Education – An applicant must have completed one of the following:

- a. 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). No proof of prior work experience is required.

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b. 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(3) or (4) 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.

The applicant shall have his or her educational credentials evaluated by a curriculum evaluation conducted by the National Environmental Health Association (NEHA).

In addition, the applicant must have verification by the employer sent to the department that the applicant has completed 4,000 hours in planning, developing, or implementing systems to improve the quality of air, water, food, or other environmental factors that affect the health of the public.

- If an applicant for a sanitarian registration submits proof that he or she is a current holder in good standing of the registered environmental health specialist/registered sanitarian (REHS/RS) credential from NEHA, then it is presumed that the applicant satisfies the examination, educational, and experience requirements. - Please arrange to have your current National Environmental Health Association (NEHA) REHS/RS credential forwarded directly to this office from NEHA to bpldata@michigan.gov.

ADDITIONAL REQUIREMENTS FOR LICENSURE BY ENDORSEMENT

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

- Verification of Licensure – You must hold a current and full Sanitarian license or registration in another state.
- Verification of completing the educational requirements in the United States for licensure or registration as a sanitarian in the United States. Transcripts can be emailed to bpldata@michigan.gov or mailed to the Bureau of Professional Licensing at PO Box 30670, Lansing, MI 48909 by the educational entity.
- Completed and passed the NEHA REHS/RS Examination. - Please arrange to have your examination results forwarded directly to this office from NEHA to bpldata@michigan.gov.
- 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 examination requirements. - Please arrange to have your current National Environmental Health Association (NEHA) REHS/RS credential forwarded directly to this office from NEHA to bpldata@michigan.gov.

If an applicant does not meet the above and was educated outside of the United States, please see below.

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ADDITIONAL REQUIREMENTS FOR FOREIGN EDUCATED OR TRAINED APPLICANTS WHO RECEIVED EDUCATION OR TRAINING OUTSIDE THE UNITED STATES

- Completed and passed the NEHA REHS/RS Examination - Please arrange to have your examination results forwarded directly to this office from NEHA to bpldata@michigan.gov.
- Final, Official Transcripts – Transcripts must be submitted directly to our office from the school attended and meet the standards set forth by the Board. Transcripts can be emailed to bpldata@michigan.gov or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909.
- 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).
 - If the credential evaluation determines that the applicant’s educational credentials are substantially equivalent to R 338.3913(1)(a), no proof of prior work experience is required.
 - If the credential evaluation determines that the applicant’s educational credentials are substantially equivalent to R 338.3913(1)(b), verification by the employer shall be sent to the department that the applicant has completed 4,000 hours in planning, developing, or implementing systems to improve the quality of air, water, food, or other environmental factors that affect the health of the public.

ADDITIONAL REQUIREMENTS FOR THOSE APPLYING FOR REREGISTRATION

(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, select “**Modification**” next to your registration number and select “**Reregistration**,” this will start the reregistration process.
- Sanitarian Reregistration Fee: \$229.30 (Must be paid by Visa, Mastercard, American Express or Discover credit or debit card)

Applicants for reregistration whose registration has been lapsed for LESS THAN 3 years at the time of application, must submit the following:

- Establish that he or she is of good moral character.
- Verification of licensure or registration in any state or province that you currently hold or have ever by registered or licensed in.

Applicants for reregistration whose registration has been lapsed 3 years or MORE at the time of application, must complete the above in addition to:

- Criminal Background Check – Once the application is completed and submitted you will be emailed an Application Confirmation letter containing instructions to complete the Criminal Background Check.

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- Completed and passed the NEHA REHS/RS Examination during the 3-year period immediately preceding the date of application for re-registration.
 - If 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, then it is presumed that the applicant satisfies this requirement. Please arrange to have your examination results or credential forwarded directly to this office from NEHA to bpldata@michigan.gov.

RENEWAL REQUIREMENTS CHECKLIST

- Online Application for Sanitarian Registration Renewal – Must be completed by visiting www.michigan.gov/miplus no sooner than 90 days prior to the expiration date of current license.
- Sanitarian Renewal Application Fee: \$181.80 (Must be paid by Visa, Mastercard, American Express or Discover credit or debit card)
- Renewal Cycle: 3 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 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 338.3921.
- 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.
- Accept Renewal Attestation - By accepting the renewal attestation you, as the licensee, are certifying that you have met the human trafficking requirements and the continuing education requirements during the renewal period.

HELPFUL RESOURCES AND FORMS

- By visiting 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](#)

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FREQUENTLY ASKED QUESTIONS

1. How long are Sanitarian registrations valid? Can I renew my registration early? How will I know when I need to renew?

Your initial Sanitarian registration is valid for 3 years. All subsequent renewals will also be valid for 3 years. Renewal begins 90 days prior to the expiration date of your registration. You cannot renew your registration early. We will mail and email your renewal notification 90 days before the expiration date of your current registration. Remember to notify the Department in writing of any recent address changes. It is your responsibility to renew your registration on time. Failure to notify us of an address change does not exempt you from renewing your registration on time.

2. Do I need to complete continuing education?

The law for Sanitarians does not require continuing education for renewal. You are responsible for maintaining your competence in your profession, but you do not have to demonstrate the ways you are doing that for renewal.

3. How do I verify my Michigan registration?

Certified registration verification requests must be obtained online. You must submit your request via the MiPLUS system. There is a \$15.00 fee for certification processing for each address you list. Registrations may also be verified online on the Bureau's Verification website free of charge. You may need to confirm with the recipient if verifying a license/registration on this website is acceptable or if a certified verification is needed.

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

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

5. How do I file a complaint against a health care professional?

Information on how to [File an Allegation Against a Health Care Licensee](#) can be located on the Bureau of Professional Licensing's website at www.michigan.gov/bpl.