



RI Department of Health
3 Capitol Hill, Room 206
Providence, RI 02908-5097
www.health.ri.gov

RI Department of Health

Application and Instructions for:

Lead Training Courses

Business Name – Please Print

**DO NOT DUPLICATE THIS FORM
PLEASE DO NOT REMOVE ANY FULL PAGES FROM THIS BOOKLET**

INSTRUCTIONS

- Please answer all questions. Do not leave blanks. Incomplete forms will not be accepted and your application will be returned to you. Please use a ball point pen. Information can be obtained on our website at www.health.ri.gov
- Please mail your completed application fee, and the required documents to:

Rhode Island Department of Health
Office for Healthy Homes and Environment
Room 206 - 3 Capitol Hill
Providence, RI 02908-5097

- 1) Course certification fee(s) on page 5 in the form of a Check or Money Order, made payable to **General Treasurer, State of RI**
- 2) Attachments as listed below

Required Documentation	(A) RIDOH Lead Training Course Checklist for each course, required by 216-RICR-50-15-11.3.4(A)1 completed and signed by the Training Manager (B) All items required in the Lead Training Course Checklist in paper copies
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Please make a photocopy of your entire completed application for your records before mailing to the office. The center is not responsible for providing you with a photocopy of your application.

You may contact the Center for Health Homes and Environment at 401-222-7796 or DOH.leadprogram@health.ri.gov if you have any questions about the application process.

Please allow the Center fifteen (15) business days to process your application.

You may check the status of your application by visiting: <https://healthri.mylicense.com/Verification>

State of Rhode Island Department of Health

<p>Facility Name:</p> <p>Please provide the name of the facility (as known to the public) for which this certificate is being requested.</p>	<p>Name: _____</p>								
<p>Facility Contact:</p> <p>Please provide the facility. Phone, Fax and Email Information</p>	<p>Contact Name and Title: _____</p> <p>Phone Number: _____</p> <p>Fax Number: _____</p> <p>Email Address: _____</p>								
<p>Facility Mailing Information:</p> <p>Please provide the mailing information for all communication regarding this certificate, if different from Facility Location Information</p> <p>(Not published on RIDOH's website).</p>	<p>Address Line 1 _____</p> <p>Address Line 2 _____</p> <p>Address Line 3 _____</p> <p>Address City, State, Zip Code _____</p> <p>Address Country _____</p> <p>Phone: _____</p> <p>Fax: _____</p> <p>Email Address: _____</p>								
<p>Facility Location Information</p> <p>Please provide the location information for this facility</p> <p>(Published on RIDOH's website).</p>	<p>Address Line 1 _____</p> <p>Address Line 2 _____</p> <p>Address Line 3 _____</p> <p>Address City, State, Zip Code _____</p> <p>Address Country _____</p> <p>Phone: _____</p> <p>Fax: _____</p> <p>Email Address: _____</p>								
<p>Ownership Type:</p> <p>Please check ONE</p>	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;"><input type="checkbox"/> Corporation</td> <td style="width: 50%;"><input type="checkbox"/> Limited Liability Company</td> </tr> <tr> <td><input type="checkbox"/> Governmental Entity</td> <td><input type="checkbox"/> Sole Proprietorship</td> </tr> <tr> <td><input type="checkbox"/> Partnership</td> <td><input type="checkbox"/> Limited Partnership</td> </tr> <tr> <td><input type="checkbox"/> Partner</td> <td></td> </tr> </table>	<input type="checkbox"/> Corporation	<input type="checkbox"/> Limited Liability Company	<input type="checkbox"/> Governmental Entity	<input type="checkbox"/> Sole Proprietorship	<input type="checkbox"/> Partnership	<input type="checkbox"/> Limited Partnership	<input type="checkbox"/> Partner	
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<input type="checkbox"/> Partnership	<input type="checkbox"/> Limited Partnership								
<input type="checkbox"/> Partner									

Ownership Information:	
Please provide the ownership information for the Sole Proprietorship, Partnership, Limited Partnership, Corporation, Limited Liability Company or Governmental Entity.	Name and Title: _____ DBA: _____

Environmental Lead Training Course(s) Submitted (check ALL applicable items):	CHECK ALL THAT APPLY-See Lead Training and Certification Guidance Document for requirements
Attach documentation to demonstrate compliance with the appropriate sections of Section 18.0 of the Rhode Island Rules and Regulations for Lead Poisoning Prevention. Each attachment must clearly identify the specific paragraph(s) being addressed.	<input type="checkbox"/> 40 Hour Initial Lead Contractor/Supervisor <input type="checkbox"/> 40 Hour Initial Lead Inspector <input type="checkbox"/> 24 Hour Initial Lead Worker <input type="checkbox"/> 8 Hour Initial Lead Renovator <input type="checkbox"/> 8 Hour Lead Worker Review <input type="checkbox"/> 8 Hour Lead Contractor/Supervisor Review <input type="checkbox"/> 8 Hour Lead Inspector Review <input type="checkbox"/> 16 Hour Initial Lead Assessor <input type="checkbox"/> 8 Hour Lead Assessor Review <input type="checkbox"/> 4 Hour Lead Renovator Review <input type="checkbox"/> 3 Hour Lead Landlord Awareness

Foreign Language Authorizations:	<input type="checkbox"/> NOT APPLICABLE
	Identify any course(s) that is (are) proposed to be offered in a language other than English, as well as the foreign language(s) in which the course(s) will be presented. _____
	Copies of all foreign language course materials, as well as all documentation required to demonstrate compliance with the Lead Licensing and Certification Guidance Document, must be submitted with this application.

Enforcement Actions in Other Jurisdictions:	
If yes, to any of these questions please attach a description of all details including, as a minimum, copies of all enforcement correspondence, applicant's response and Administrative Orders issued.	<ol style="list-style-type: none"> Has any federal, state, or local jurisdiction ever revoked or proposed to revoke, suspended or proposed to suspend, a license or certification to conduct lead training courses and/or other authorization to conduct lead training activities held by the applicant and/or any principal in the applicant's organization? <input type="checkbox"/> Yes <input type="checkbox"/> No Has any federal, state, or local jurisdiction ever imposed or proposed to impose any criminal, civil or administrative penalties in conjunction with any lead training activities conducted by the applicant and/or any principal in the applicant's organization? <input type="checkbox"/> Yes <input type="checkbox"/> No Does any federal, state, or local jurisdiction have outstanding enforcement action(s) in conjunction with any lead training activities conducted by the applicant and/or any principal in the applicant's organization? <input type="checkbox"/> Yes <input type="checkbox"/> No _____

Completion of this item is only required if the applicant proposes to conduct any Environmental lead Training Activities within the State of Rhode Island. <input type="checkbox"/> Not Applicable							
<ol style="list-style-type: none"> Identify the manufacturer(s) and model Number(s) of all XRF equipment to be used by the applicant for conducting environmental lead training activities. <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border-bottom: 1px solid black;">Manufacturer</td> <td style="width: 50%; border-bottom: 1px solid black;">Model Number</td> </tr> <tr> <td style="border-bottom: 1px solid black;">Manufacturer</td> <td style="border-bottom: 1px solid black;">Model Number</td> </tr> </table> Identify the issuing state and radioactive materials license number, which authorizes the applicant to utilize XRF analyzers. Attach a copy of the applicant's current radioactive materials license. If the XRF units are generally licensed, attach a copy of the supporting documentation. <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border-bottom: 1px solid black;">Issuing State</td> <td style="width: 50%; border-bottom: 1px solid black;">License Number</td> </tr> </table> 	Manufacturer	Model Number	Manufacturer	Model Number	Issuing State	License Number	
Manufacturer	Model Number						
Manufacturer	Model Number						
Issuing State	License Number						

SSN/FEIN: (Social Security Number/Federal Employer Identification Number)	Pursuant to Chapter 76 of Title 5 of the Rhode Island General Laws, as amended, any person applying for or renewing any license, permit, or other authority to conduct a business or occupation within Rhode Island must have filed all required state tax returns and paid all taxes due the state or must have entered into a written installment agreement to pay delinquent state taxes that is satisfactory to the Tax Administrator.
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Fees: The following fees must accompany the application:	CHECK ALL THAT APPLY <input type="checkbox"/> 40 Hour Initial Lead Contractor/Supervisor @ \$2,100.00 <input type="checkbox"/> 40 Hour Initial Lead Inspector @ \$2,100.00 <input type="checkbox"/> 24 Hour Initial Lead Worker @ \$1,300.00 <input type="checkbox"/> 8 Hour Initial Lead Renovator @ \$500.00 <input type="checkbox"/> 8 Hour Lead Worker Review @ \$500.00 <input type="checkbox"/> 8 Hour Lead Contractor/Supervisor Review @ \$500.00 <input type="checkbox"/> 8 Hour Lead Inspector Review @ \$500.00 <input type="checkbox"/> 16 Hour Initial Lead Assessor @ \$900.00 <input type="checkbox"/> 8 Hour Lead Assessor Review @ \$500.00 <input type="checkbox"/> 4 Hour Lead Renovator Review @ \$300.00 <input type="checkbox"/> 3 Hour Lead Landlord Awareness @ \$100.00 Total Fee(s) Submitted: \$ _____
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Military Status Eligibility: Documentation required	Please check one of the following criteria for expedited application: <input type="checkbox"/> I am in active military duty or a reservist. <input type="checkbox"/> I am a military veteran with honorable discharge. <input type="checkbox"/> I am the spouse of someone in active military due or the spouse of a reservist. <input type="checkbox"/> I am the spouse of a military veteran with honorable discharge. If applying for expedited military status, you must include one of the following: Leave Earning Statement, Letter from Command, Copy of Orders, or DD-214 showing honorable discharge.
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Affidavit of Applicant Read, sign, and date this affidavit.	<u>This Application Must be Signed by the Applicant</u> I have read carefully the questions in the foregoing application and have answered them completely, without reservations of any kind, and I declare under penalty of perjury that my answers and all statements made by me herein are true and correct. Should I furnish any false information in this application, I hereby agree that such act shall constitute cause for denial, suspension or revocation of this License in the State of Rhode Island. I understand that this is a continuing application and that I have an affirmative duty to inform the Rhode Island Department of Health of any change in the answers to these questions after this application and this Affidavit is signed.				
	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border-top: 1px solid black; border-bottom: 1px solid black;"></td> <td style="width: 50%; border-top: 1px solid black; border-bottom: 1px solid black;"></td> </tr> <tr> <td style="text-align: center;">Signature and Title</td> <td style="text-align: center;">Date of Signature (MM/DD/YY)</td> </tr> </table>			Signature and Title	Date of Signature (MM/DD/YY)
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Lead Training Course Checklist

Name of Training Provider: _____

By checking off "Yes" on a requirement, you are indicating that you are submitting proof of meeting the requirement specified in Section 11.2 of 216-RICR-50-15-11. By checking off "N/A" you are indicating that you will not be teaching the type of course where this requirement is applicable.

	Yes	No	N/A
1. Training Manager qualified pursuant to §11.3.2(A)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Principal Instructor (minimum of one) qualified pursuant to §11.3.3(A)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. One or more individuals with work experience as Lead Supervisor/Worker/Renovator) to teach the hands-on portion of a Lead Renovator Training Course pursuant to §11.3.1(A)(3)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. One or more individuals with work experience as Lead Supervisor to teach the hands-on portion of a Lead Supervisor or Lead Worker Training Course pursuant to §11.3.1(A)(4)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. One or more individuals with work experience as a Lead Inspector/Risk Assessor to teach the hands-on portion of a Lead Inspector or Lead Assessor Training Course pursuant to §11.3.1(A)(5)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Sufficient number of instructors to ensure that the student to instructor ratio for the hands-on training activities pursuant to §11.3.6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
a) Eight to one for a Lead Supervisor/Worker/Renovator Training Course			
b) Six to one for a Lead Inspector/Assessor Training Course			
7. Training facilities pursuant to §11.3.6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Sample of a unique course completion certificate given to students who pass, pursuant to §11.3.11(A)(1)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Quality Control Plan pursuant to §11.3.2(B)(1)(c)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Ensuring compliance with RIDOH Rules and Regulations for the Control of Radiation [216-RICR-40-20-1], when applicable.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Application fee pursuant to 216-RICR-10-05-2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Complete copy of the EPA or State Model Curriculum, or a course outline pursuant to The Lead Licensing and Certification Guidance Document)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. List of equipment and supplies for both classroom lectures and hands-on training pursuant to The Lead Licensing and Certification Guidance Document	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. Copy of the course manuals for instructors and students, and all additional hand-outs pursuant to Guidance Document	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15. Copy of the course test blueprint including the number of short answer questions allotted for each topic, total number for each question format, and a sample test with the answer key pursuant to Guidance Document.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16. Procedures for administering and documenting the hands-on skills assessment and course test §Guidance Document.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17. Description of the teaching methods to be used, including any audio-visual aids pursuant to Guidance Document.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

By signing below, the Training Manager certifies that he or she has provided attached documentation of all items marked "Yes" above and that all information provided is true and valid to the best of his/her knowledge

Name of Training Provider Manager: _____

Signature: _____ Date: _____