



KANSAS DEPARTMENT OF HEALTH AND ENVIRONMENT
 Bureau of Air
 Kansas Residential Lead Hazard Prevention Program
 1000 SW Jackson Street, Suite 310, Topeka, KS 66612
 Toll free: (866) 865-3233 Fax: (785) 599-4246
 Email: kdhe.lead@ks.gov Website: www.kshealthyhomes.org



INSTRUCTIONS FOR COMPLETING THE LEAD OCCUPATION APPLICATION

Please print clearly or type all the information requested on the application. The processing time for completed applications is generally 5-7 business days. Applications are processed in the order they are received and may take up to 30 days during peak renewal times. Submitting an incomplete application will delay processing. If you do not receive an incomplete application notice or your certification within 30 days, please contact our office.

Training Requirements

A copy of your training diploma must be submitted with your application. If you have taken a refresher course but were not previously certified in Kansas, you must also submit a copy of your initial training course diploma.

Initial Certification Applicants - You have one year from the date of your training to submit your application for certification. If it is over one year since your training, you will be required to take the appropriate refresher course. If it has been over two years from your initial training and you have not completed a refresher course, you will be required to complete the initial training again.

Renewal Certification Applicants - You have one year from the date of your training to submit your application. If your training was over one year ago, you will be required to complete a refresher course before you can proceed with your certification.

Previous Expired Certification Applicants - Please contact our office prior to submitting your application or attending a training course. Certain situations may require you to take an initial course instead of the refresher course.

Third-Party Examination

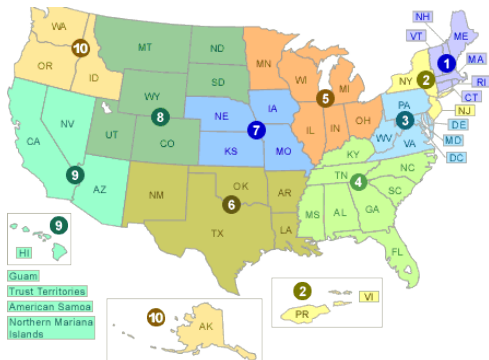
If you are applying for certification as a Lead Inspector, Risk Assessor or Lead Abatement Supervisor, you will be required to take a third-party examination and attain a passing score of 80% or above. The cost for the exam is \$50.00 for each attempt. We will send you instructions on how to register for this exam once your application has been received and reviewed. You may also take this examination in person. Please contact our office to schedule a time to take the exam at our office.

All exams must be completed within 180 calendar days and you have three attempts to achieve a passing score of 80% or above. If you fail to achieve a passing score your application will be denied. You may reapply for certification; however, you must successfully complete the appropriate initial course again.

Self-Employed Individuals

If you do not have a formal business name you operate under, please list your name in the "PRESENT EMPLOYER" section. All self-employed individuals must also be licensed as a Lead Activity Firm. The Lead Activity Firm application can be found on our website at www.kshealthyhomes.org.

Please use the map below when choosing your certification in EPA regions.



If you have questions regarding this application, please contact our office.

We will be happy to assist you!



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General Information:

Individuals applying for a certification to conduct lead-based paint activities in Kansas must provide all the information requested in this application. A complete application includes: a completed Lead Occupation Application, a copy of your training course certificate(s), documentation supporting education and/or experience requirements (resume, letters of reference, official transcripts/diplomas) and the non-refundable fee as specified in K.A.R. 28-72-3.

Applications may be submitted by mail, email or fax. Mail completed applications to:
 Kansas Residential Lead Hazard Prevention Program
 1000 SW Jackson, Suite 310
 Topeka, KS 66612

PART A: APPLICATION TYPE

<input type="checkbox"/> Initial or Previous Expired Certification	Previous Certification Number	
<input type="checkbox"/> Renewal	Current Certification Number	

Check the appropriate box: *(If your previous certification has expired, the initial fee will be required.)*

Initial for:	Fee	Renewal for:	Fee
<input type="checkbox"/> Lead Abatement Worker	\$50	<input type="checkbox"/> Lead Abatement Worker	\$25
<input type="checkbox"/> Lead Abatement Supervisor	\$150	<input type="checkbox"/> Lead Abatement Supervisor	\$75
<input type="checkbox"/> Lead Inspector	\$200	<input type="checkbox"/> Lead Inspector	\$100
<input type="checkbox"/> Risk Assessor	\$300	<input type="checkbox"/> Risk Assessor	\$150
<input type="checkbox"/> Project Designer	\$150	<input type="checkbox"/> Project Designer	\$75

PART B: PERSONAL INFORMATION

First Name		Middle Initial	Last Name	
Home Address (Street)			Apartment Number	
City		State	Zip	County
Phone Number		State issued ID Number or Social Security Number		E-mail Address
Present Employer Name			Employer Phone Number	
Employer Address (Street)				
City		State	Zip	County

Please send all correspondence regarding this application to:

- Home Present Employer Training Provider E-mail: _____

PART C: QUALIFICATIONS *(Required for initial applicants only.)*
Lead Abatement Worker

- No experience required. Skip to Part E.

Lead Abatement Supervisor (check one box)

- At least one year of experience as a certified lead abatement worker certified by Kansas, EPA, or an EPA-approved state;
- At least two years of experience in asbestos abatement work as a construction manager or superintendent;
- At least two years of experience as a manager for environmental remediation projects; or
- At least two years of experience as a supervisor in residential construction.

Lead Inspector (check one box)

- A bachelor's degree;
- An associate's degree and one (1) year experience in a related field, including housing repair and inspection, and lead, asbestos, and environmental remediation work; or
- A high school diploma or certificate of high school equivalency (GED) and two (2) years of experience in a related field, including housing repair and inspection, and lead, asbestos, and environmental remediation work.

Risk Assessor (check one box)

- A bachelor's degree and at least one (1) year of experience in a related field, including housing repair and inspection, and lead, asbestos, and environmental remediation work;
- An associate's degree and two (2) years of experience in a related field, including housing repair and inspection, and lead, asbestos, and environmental remediation work;
- Certification as an industrial hygienist, professional engineer, or registered architect, or certification in a related engineering health, or environmental field, including a safety professional and environmental scientist; or
- A high school diploma or certificate of high school equivalency (GED) and three (3) years of experience in a field, including housing repair and inspection, and lead, asbestos, and environmental remediation work.

Project Designer (check one box)

- A bachelor's degree in engineering, architecture or a related profession, and one year of experience in building construction and design;
- At least one (1) year of experience as a certified project designer, certified by Kansas, EPA, or an EPA-approved state, and at least two (2) years of experience in building construction and design; or
- At least four (4) years of experience in building construction and design.

PART D: EMPLOYMENT INFORMATION *(Required for initial applicants only.)*

Note: If additional space is needed, please attach a separate sheet with information.

Employer Name			
Employer Address			
City	State	Zip	Phone
Supervisor Name		Dates of Employment (Month/Year)	
Job Duties			
Employer Name			
Employer Address			
City	State	Zip	Phone
Supervisor Name		Dates of Employment (Month/Year)	
Job Duties			

PART E: TRAINING INFORMATION

Name of Training Provider	Date Training Course Completed
Address of Training Provider	Training Certificate Number

Training Completed: (Please check appropriate boxes for this certification)

- Kansas Department of Health & Environment (KDHE) Accredited Training Provider
 EPA Accredited Training Provider

PART F: OTHER CERTIFICATIONS

Please list all self-authorized state(s) or EPA region(s) where you are currently certified:

State/Region	Certification Number	Expiration Date

PART G: WAIVER (OPTIONAL)

I hereby authorize the person named in this waiver to act on my behalf regarding this application. If at any time I decide to change this authorization, I shall notify KDHE in writing of such change.

Name		Title/Relationship to applicant	
Address			
City	State	Zip	Telephone

PART H: CERTIFICATION

I hereby certify that the information included in this application and any supplemental information attached to it is true and accurate to the best of my knowledge and understanding. I further certify that I will comply with Sections 28-72-1 through 28-72-22 of the Kansas Administrative Regulations and with any regulations promulgated pursuant to Sections 28-72-1 through 28-72-22 of the Kansas Administrative Regulations.

Signature of Applicant

Date

Credit Card Authorization

If you would like to pay for the fee with a credit card, please complete the information below.
Cards accepted are VISA, MASTERCARD, and DISCOVER.

Credit Card Type: Visa Mastercard Discover

Card Number	Expiration Date (Month/Year)	
Card Holders Name as it appears on the Card		
Billing Address for the Card		
City	State	Zip
Telephone Number	Email address to send receipt of transaction	

Total Amount to be charged to card: \$ _____

Signature Authorizing Credit Card Transaction: _____

Printed Name of Authorizing Individual: _____