



JENNIFER M. GRANHOLM
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LABOR & ECONOMIC GROWTH
LANSING

KEITH W. COOLEY
DIRECTOR

MEMORANDUM

DATE: December 19, 2007

TO: All Interested Parties

FROM: Andrew L. Metcalf, Jr.
Director

SUBJECT: Invitation to Submit Proposals for the Implementation and Administration of a Comprehensive Continuing Competency Program

The Bureau of Commercial Services met with representatives of several regulated professions on December 5, 2007. At this meeting, it was discussed in depth that the agency is interested in pursuing a program for continuing competency whereby a national or statewide association could partner with the State of Michigan in providing a continuing competency program for a particular professional occupation.

The State of Michigan, Bureau of Commercial Services would be solely responsible for all disciplinary and licensure action taken if a licensee were to not satisfy the continuing competency requirements by rule or statute. Although a third-party non-governmental agency may offer and provide for a continuing competency program under the direction and approval of the State of Michigan, Bureau of Commercial Services, only the agency may take any type of disciplinary action or the refusal to renew a license. These matters will be under the sole jurisdiction of the State of Michigan.

Submission of Proposals

1. Any statewide or national association may submit a proposal to the Bureau for the implementation and administration of a comprehensive continuing competency program for a regulated professional occupation.
2. Proposals may be all encompassing or limited in scope:

All encompassing would be a total package of how an association would set up and offer courses, track attendance and provide to the State of Michigan certification that licensee has met requirements for license renewal. This information must be capable of being downloaded electronically to the State of Michigan, Bureau of Commercial Services database.

3. Proposals may be limited in scope:

A statewide association may submit a limited proposal that would encompass the networking of a national association that currently provides for the tracking and certification of continuing competency.

4. All proposals should include recommendations for audits for compliance. The State of Michigan, Bureau of Commercial Services would retain the sole right as to selection process of what and the number of licensees that would be audited. This is to preserve the integrity of the process.
5. Proposals shall be neutral in effect and cannot discriminate against non association members. All continuing competency courses offered must be offered at the same price as members of the association versus non members.
6. Proposals shall include the provision for either bonding or an error and omissions insurance policy and an indemnification clause for the State of Michigan.

7. Fees:

The State of Michigan would reserve the right to approve fees and costs charged to non association members to ensure that an association does not discriminate against non member licensees. However, the association may set its own rates that are competitive in the marketplace.

8. Proposals shall include the total amount of staffing dedicated to the continuing competency program and a timeframe for implementation if your proposal is selected and approved by the Bureau.

How soon can you have the program fully operational? Number of months or days needed to be up and running.

9. Proposal Deadlines: All proposals shall be submitted no later than March 15, 2008.