



STEP 1: Apply

- Visit: www.rihousing.com/leadsafe-contractors
- Complete application for Lead Contractor

STEP 2: Submit Documents by Email

- Certificate of Registration with RI Contractor’s Licensing Board
- General Liability insurance certificate with a limit of \$1,000,000 per occurrence
- Workman’s Comp \$500,000 (can be added after approval/prior to working for RIHousing)
- W9 (required) and EFT Form for direct deposits (optional), copy of voided check
- Provide SAMS/UEI# documentation
If you do not already have, apply at <https://federal.famr.us/system-for-award-management> and upload a screenshot of your application confirmation



STEP 3: Site Visit, Class Registration, Training and Evaluation

- Site Visit and Evaluation: Coordinated and conducted by RIHousing Construction Specialist
- Due diligence:
 - RIHousing will check RI Contractor’s Board for violations, complaints, etc., and confirm Business Annual filing status and Certificate of Good Standing
- RIHousing will register Contractor and designated employees for Supervisor and Worker Classes pending completion of Step 4
- RIHousing will notify prospective contractors of complementary hands-on skills training classes geared for RIHousing contractors (offered through Residential Construction Workforce Partnership). Attendance, while not required, is strongly encouraged. These classes are opportunities to fine tune skills according to RIHousing-preferred practices and expectations. This makes projects run smoother when actively working on RIHousing jobs. The classes are for skills training only and do not provide certification or licensing.

STEP 4: Blood Work and Respiratory Fit Tests

- Two labs are equipped to provide the necessary testing for lead. Request lead testing.

Corporate Care

1515 Smith St, North Providence, 02911
 (401) 315-7030
 Check or cash only, required day of service
 Cost: \$135.00*

Concentra Care

400 Bald Hill Rd, Warwick, RI, 02886
 (401) 738-8100
 Check, cash or credit card payment required day of service
 Cost: \$169.00*

**Fees may change*

- Appointments necessary
- No beards day of testing for proper mask fit
- Proof of passing Fit Test and blood work results must be forwarded to RIHousing for class registration to be confirmed
- Testing will take approximately 45 minutes to complete

STEP 5: RIHousing Enrolls Contractors in Classes

New General Contractors: One to two supervisors (five days) and two to three workers (three days) will attend Lead supervisor/workers classes. At least one person must be a supervisor and pass an EPA exam (English-only exam) to apply for DOH license. One supervisor must apply for RI Lead Contractor License and one supervisor must take an 8-hour RRP class to apply for Lead Renovation Firm license.

- Course certificates are good for one (1) year
- EPA Exam: 100 questions taken by Supervisors only 1-2 weeks after classes end

STEP 6: Apply for DOH Licenses

Once training is complete and exam passed, applications for Lead Contractors License, Supervisor and Workers Licenses and Lead Renovation Firm can be found at: [Lead Professionals Licensing: Department of Health - https://health.ri.gov/licenses/detail.php?id=270](https://health.ri.gov/licenses/detail.php?id=270)

- Lead Contractor License: Fee \$400.00 (fee NOT covered by RIHousing)
 - Copy of Supervisor certificate must accompany Lead Contractor License application
- Employee Lead Licenses:
 - Supervisor (1 required) - \$200.00 per person (fee NOT covered by RIHousing)
 - Workers - \$60.00 per person (fee NOT covered by RIHousing)
 - Copies of Initial Training certification must accompany application
- Lead Renovation Firm License: \$100 (fee NOT covered by RIHousing)
 - Copy of Lead Renovator Training Certificate must accompany application.

Lead Professionals

Licensing-Related Information

How to Get Licensed

Applications-

- Lead Assessor
- Lead Contractor
- Lead Inspector
- Lead Inspector In Training
- Lead Renovation Firm
- Lead Supervisor
- Lead Training Course
- Lead Worker

Renewal applications are sent out 60 days before your expiration date. If you have lost your renewal application or did not receive one [contact us](#) for a new copy.

You may be required to complete an initial [training course](#), pass a state licensing exam, have a blood lead test, and/or pay a fee to apply for a lead professional license. Specific requirements vary by license type.

Submit an initial application

We can help you . . .

- ✦ Licensing Forms+
- ✦ Verify a Lead Professionals License
- ✦ Find Licensed Lead Professionals
- ✦ Download Lead Professionals Lists
- ✦ File a Complaint
- ✦ Find Disciplinary Actions

STEP 7: Approved as an RIHousing Lead Contractor

- Contractor provides copies of DOH Lead licenses to RIHousing
- Protocols emailed to contractor to sign and return to RIHousing
- Contractor must provide Workman's Comp if not provided previously
- Contractor is given access to bidding software (Neighborly) and attends meet and greet to meet team and be trained on bid process

CONTACT

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