

# Wisconsin Department of Safety and Professional Services

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Madison, WI 53708-8935

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## DIVISION OF PROFESSIONAL CREDENTIAL PROCESSING

### INFORMATION FOR LICENSED MIDWIFE LICENSURE

#### REQUIREMENTS FOR CANDIDATES

An applicant is eligible for licensure if all requirements are met and an applicant does not have an arrest or conviction record, subject to the Fair Employment Act. (*See attached Convictions and Pending Charges-Form #2252.*)

Your eligibility will be determined by the Department upon receipt of a completed application and all supporting documents.

#### INSTRUCTIONS FOR COMPLETING THE APPLICATION

1. **Application (Form #2792):** Complete the enclosed application and attach the appropriate fee. Make check payable to "Department of Safety and Professional Services". Mail to the Department of Safety and Professional Services at P.O. Box 8935, Madison, WI 53708-8935. *See page 2 of the application (Form #2792) for other required documents.*

**Note:** Passage of 2007 Wisconsin Act 104 requires AED Training for New Applicants.

The passage of 2007 Wisconsin Act 104 amends subch. XII of ch. 440, Wis. Stats., relating to Licensed Midwives. The effect of the Act requires the Department of Safety and Professional Services to amend its administrative rules relating to licensure of Licensed Midwives as well as change the requirements for renewal of licenses.

Therefore, as of September 1, 2008:

Applicants for licensure as a Licensed Midwife are required to be proficient in the use of automated external defibrillators (AED's). To qualify for licensure, applicants must complete a CPR/AED certification program approved by the Wisconsin Department of Health Services (DHS). Qualifying AED training is offered only as a component of DHS approved CPR certification programs.

Renewal of your Licensed Midwife credential requires current AED training through the completion of a DHS approved CPR/AED certification program approved by the DHS. Qualifying AED training is offered only as a component of DHS approved CPR certification programs.

DHS approved providers of CPR/AED Certification required for initial certification and renewal may be found at: [http://dhs.wisconsin.gov/ems/License\\_certification/CPR.htm](http://dhs.wisconsin.gov/ems/License_certification/CPR.htm).

2. **Verification of Certification** To obtain verification from another certification board, you must first contact each board prior to see if a fee is required for this service. Complete top portion of Form #2793 and forward to the appropriate certification board. This form must be returned by the certification board directly to the Department at P.O. Box 8935, Madison, WI 53708-8935. **Verifications received from the applicant will be rejected by the Department.**

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3. **Temporary Permit (Form #2790) (optional):** Complete the top portion of Form #2790. The supervisor's statement must be completed by your licensed midwife supervisor. Return this form to the Department with your application and appropriate fee.

If you do not have a supervising licensed midwife at this time, you can submit (Form #2790) when you have a supervising licensed midwife in place.

## **TEMPORARY PERMIT**

An applicant for licensed midwife licensure may be eligible for a temporary permit upon submission of a completed application (Form #2792), supporting documents, credential fee, and temporary permit fee.

A temporary permit is valid for a period of 3 years or until the permit holder ceases to be currently registered or actively engaged as a candidate for certification under s. RL 181.01(4)(2)a., whichever period is shorter. Temporary permits may be renewed once at the Department's discretion for a period of no more than 3 years. A permit holder seeking renewal must submit documentation to the Department that satisfies the requirements for an initial permit. A temporary permit holder shall inform a client orally and in writing that the temporary permit holder may not engage in the practice of midwifery unless he or she practices under the direct supervision of a licensed midwife. If termination of supervision occurs, the temporary permit will be automatically suspended until the permit holder obtains another written supervising commitment. The applicant is required to return the permit immediately. Failure to return the permit promptly may result in revocation of the permit.

An applicant for licensed midwife licensure who holds a valid permit under this section, may not use the title "licensed midwife" and shall not practice beyond the scope of the license the holder is seeking to obtain. A permit holder is required to practice under the direct supervision of a licensed midwife (The supervisor must be on-site and immediately available at all times.)

## **AMERICANS WITH DISABILITIES ACT**

The Department complies with the Americans With Disabilities Act of 1990. The Department will make reasonable modifications to policies, practices and procedures when modifications are necessary to avoid discrimination on the basis of disability and will make reasonable accommodations necessary to provide a qualified individual with a disability with equal access to department programs.

**Complaints:** Procedures for alleging violations of the Americans with Disabilities Act of 1990 may be obtained by calling the Department's ADA Coordinator at (608) 266-8608 or TTY at (608) 267-2416.

## **MAILING ADDRESS AND CHANGE OF ADDRESS**

Credential holders may use a business address as a mailing address for department mail. A change of address must be reported to the department within 30 days.

## **MAILING INSTRUCTIONS**

Mail the application, the appropriate fee, and supporting documentation to the following address:

DEPARTMENT OF SAFETY AND PROFESSIONAL SERVICES  
P.O. BOX 8935  
MADISON, WI 53708-8935