



**State of Michigan Process for ID Verification and Candidate Interviews- updated 9/01/2022**

All vendors who receive interview requests from the State of Michigan will be required to submit a Realtime Screenshot of the candidate into the candidate's profile upon accepting the interview. The photos should be entered within 24 hours of interview confirmation.

The photos need to show full face, be in a well-lit room, etc. Please do not attach PII, Personally Identifiable Information. The photo needs to be from your interaction with the candidate.

The interview link is sent to the vendor contact who submitted the candidate.

The vendor is REQUIRED to join the call to introduce the candidate and make sure they are interview ready. The vendor is not to stay on the call or engage in any other conversation, this is an introduction, and for you to validate that is the candidate you know.

Thank you for your cooperation with this process change.

State of Michigan MSP Team