

Van Wert County Household Sewage Treatment System Contractor Program Update

Van Wert County Health Department

November 26, 2014

New Sewage Treatment System Rules Take Effect 1-1-2015

Ohio's new sewage treatment system rules will take effect on January 1, 2015. This program update focuses primarily on the requirements which must be met to renew and maintain your contractor registration(s) under the new rules. To provide easy access to forms, instructions and other helpful resources, this document contains many web links which are functional when the document is viewed in its electronic version. If you are unable to view the document electronically and need paper copies of forms, instructions or other resources offered here, those copies can be obtained by contacting the health department. Some general highlights of the new rule package are enclosed in a separate document.

Annual Registration Renewal

It is again time to renew your annual registration. Registration fees remain the same again this year. The fees are listed below:

Installer Registration	\$110.00
Service Provider Registration.....	\$40.00
Septage Hauler Registration.....	\$40.00
Septage Hauler Vehicle Permit.....	\$25.00

In order to obtain a valid registration to work in any of the above categories in Van Wert County in 2014, the following items must be submitted to the Health Department (please note some of these items have changed as a result of the new Ohio Sewage Treatment System Rules which will take effect on January 1, 2015):

- ✓ Completed application(s) for any and all applicable registration categories.
- ✓ Proof of passing score on Ohio sewage treatment system rules test.
- ✓ Proof of general liability insurance of at least \$500,000.
- ✓ Proof of required surety bond in the amount required by OAC 3701-29-03 (see Table 1 below).
- ✓ Any as-built records not turned in for systems installed during 2014.
- ✓ Appropriate fee(s)

No registration can be granted until all of the above items have been received. Contractors who operate without the required registration do so at the risk of having enforcement action taken against them, up to and including prosecution. Contact the Health Department for more information.

Service Providers

According to the new rules, a service provider means any person who services, monitors, evaluates or samples sewage treatment systems. If you make provide routine service and sampling for NPDES systems, service or make minor repairs to existing systems, or provide point-of-sale inspections for home buyers, you are a service provider. If you are not already registered as a service provider but will need to register under the new rules, you can do so using the blank service provider application included in this mailing.

Contractor Testing

All persons registering as a sewage treatment system installer, service provider, or septage hauler must pass a test on the sewage treatment systems rules. The test is an open book test with 75 questions. Each question will indicate which rule the question is related to. A passing score is 75 percent (answering 56 questions correctly). A copy of the sewage treatment systems rules will be provided at the test site if you do not have a copy. A minimum of three hours will be provided to take the open book test. The test will be offered in Van Wert on December 18, 2015 at 9:00 AM and on December 23, 2014 at 1:00 PM. The test will be offered in the EMR Room at the Van Wert County Fairgrounds. An updated listing of dates for testing offered by other local health departments can be found [here](#).

The test will also be offered online by the Operator Training Commission of Ohio (OTCO). The online version of the test is expected to be available by December 1, 2014 and can be accessed via the [OTCO website](#).

Finally, the test will be offered at the Ohio Onsite Wastewater Association (OOWA) Annual Conference and Trade Show. Each conference attendee will have the opportunity to take the test at no additional cost. The OOWA conference will be held at the Deer Creek State Park Lodge on January 14-15, 2015.

Insurance and Bonding

Among the list of registration requirements above, you probably noticed that you are now required to carry at least \$500,000 in general liability insurance coverage, in addition to a surety bond. Be sure to include proof of this insurance with your registration renewal application.

The surety bond requirements for each registration category are found in Ohio Administrative Code 3701-29-03, and are summarized in the table below.

OAC rule 3701-29-03(C)(6)(e) Table 1. Contractor bonding requirements.

Number of systems (annually)	Installer		Service Provider		Septage Hauler	
	HSTS	SFOSTS	HSTS	SFOSTS	HSTS	SFOSTS
One system	Equal to system cost	\$25,000	N/A	\$25,000*	\$25,000	\$25,000
More than one system	\$40,000		\$25,000*		\$25,000	

* STS service provider bond requirement reduced to \$15,000 for service providers with dual registration as STS installer and STS service provider.

Although contractors must still register in each county where they work, a single surety bond will provide statewide coverage. The surety bond must be issued for each registration category on the appropriate form provided by the Ohio Department of Health. The forms can be filled out and printed off from the Ohio Department of Health website:

[Installer Bond Form](#)
[Septage Hauler Bond Form](#)
[Service Provider Bond Form](#)
[Bond Form Instructions](#)

The surety bond forms must be effective no later than the first day of January of each registration year and shall provide coverage no later than the last day of December of the same registration year. ***Prior to submitting surety bond forms to the Ohio Department of Health, make copies of all documents for your records, and for all of the Local Health Districts where registration is being applied for.***

In addition to providing the required documents to each local health department when applying for registration, the following forms must be mailed to the Ohio Department of Health:

- 1.Registration Bond for Installers, Service Providers, and/or Septage Haulers
- 2.Power of Attorney
- 3.Proof of General Liability Insurance (no less than \$500,000 coverage)
- 4.[Sewage Contractor Contact Information Form](#) (to ODH only)

Continuing Education

Beginning with registration for calendar year 2016, six (6) CEU's must be obtained during the year prior to each registration year (i.e. CEU's for the 2016 Registration will need to be obtained during the 2015 registration year). Because the new state rules take precedence over existing local rules, CEU's **are not** required for the 2015 Registration year. The ODH website contains a complete [list of approved CEU courses](#). The Van Wert County Health Department's 2015 winter contractor meeting will be held February 12, 2015. We will be applying for approval for at least 3 CEU's, which will meet half of the 6-CEU requirement for renewal of your registration going into 2016.

Here are some additional upcoming continuing education opportunities:

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| January 14-15, 2015 | Ohio Onsite Wastewater Association Annual Conference
Deer Creek State Park
Mt. Sterling, OH
www.ohioonsite.org |
| February 23-16, 2015 | Water & Wastewater Equipment, Treatment & Transport Show
Indiana Convention Center, Indianapolis, IN
www.wwettshow.com |

As-Built Records

After each new system is inspected, an as-built record must be submitted to the health department before the system can be approved. Installers who have not yet submitted as-built drawings for completed systems will receive a separate notice along with this newsletter. **As-built submissions must be kept up to date as a condition of installer registration. (An installer registration will not be renewed for 2015 until all outstanding as-built records have been received from that installer.)**

Vehicle Inspections

If you are renewing a septage hauler registration and vehicle permit(s), contact our office to schedule an inspection of your vehicle(s) prior to January 1, 2015. A certificate of registration will be issued after all applications and required documentation have been received and an inspection has been made. If you work in multiple jurisdictions, you may have your vehicle(s) inspected by the health department where your business is located and submit a copy of each inspection report to each additional health department in lieu of having each vehicle inspected multiple times. **Registration is required for all vehicles used to pump and haul the contents of septic tanks and/or portable toilets.**

E-mail List

E-mail allows for quicker and more efficient sharing of Sewage Treatment System program updates and information on upcoming training opportunities. If you would like to receive program updates via e-mail, just send your e-mail address to jmenchhofer@vanwertcountyhealth.org. Contractors who are on the e-mail list but are not currently registered will continue to receive e-mail updates.

Questions?

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