

## CHAPTER 892

### Registration of HSTS Installers & Service Providers

- 892.01 Registration of installers of HSTS components.
- 892.02 Registration of service providers of HSTS components.
- 892.99 Penalty.

#### CROSS REFERENCES

- Sewer districts; County sewers - see ORC 6117
- Regional sewer districts - see ORC 6119
- Sewers and sewer trenches - see OAC 4101:2-51-412 & OAC 4101:2-51-413
- General provisions - see EHC 210
- Registration fees - see EHC 220.03 (a)
- Permits for installation and operation of HSTS - see EHC 856
- Registration of Installers - OAC 3701-29-05

**EHC** Environmental Health Code      **ORC** Ohio Revised Code      **OAC** Ohio Administrative Code

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#### **892.01 REGISTRATION OF INSTALLERS OF HSTS COMPONENTS.**

- (a) No person shall engage in the business of installing sewage system devices within the Health District unless he holds a valid registration issued by the Health Commissioner.
- (b) An application for registration to engage in the business of installing sewage system devices shall be made in writing on a form prescribed by the Health Commissioner and shall include such information as the Board of Health deems necessary. Each application for registration shall be accompanied by a fee as set forth in Section 220.03.
- (c) Each registration issued pursuant to this chapter shall expire on January 31 of each year. Applications for renewal shall be received by the Health Commissioner before January 31 of the year for which registration is requested and be accompanied by a fee as set forth in Section 220.03(a) of this Code. Applications received after January 31 shall be subject to all requirements applicable to new applications for registration.
- (d) Every registrant shall maintain and submit to the Health Commissioner such records as may be required for determining compliance with all applicable standards and requirements of this Environmental Health Code.
- (e) Any individual or firm applying to become a registered installer must also be able to pass a written test as provided by the Health Commissioner. Any person not registered as of the effective date of these regulations must pass the test with a score of 80% or higher. Additional testing may be authorized by the Health Commissioner.
- (f) Each registrant shall attend at least one (1) educational meeting (sponsored by the Health District) per year for their registration to be considered for renewal.

- (g) Whenever the Health Commissioner finds that a registrant under this section is or has engaged in practices which are in violation of any provision of Part Eight - Household Sewage Treatment Systems, the Health Commissioner shall suspend the registration and give notice in writing to the registrant describing the alleged violation and state that an opportunity for a hearing will be provided by the Board of Health to show cause why his registration should not be further suspended or revoked.
- (h) The property owner of an owner-occupied single-family home is not required to be licensed as a registered installer. In addition, the homeowner intending to perform an installation or alteration on his/her own system will be required to sign a homeowner's affidavit when applying for the installation permit. This affidavit must be notarized.

#### **892.02 REGISTRATION OF SERVICE PROVIDERS OF HSTS COMPONENTS**

- (a) No person shall engage in the business of servicing HSTS components and devices within the Health District unless he holds a valid registration as a service provider or Installer issued by the Health Commissioner. If an installer is performing the role of a service provider the installer shall comply with all of the following requirements.
- (b) An application for registration to engage in the business of installing sewage system devices shall be made in writing on a form prescribed by the Health Commissioner and shall include such information as the Board of Health deems necessary. Each application for registration shall be accompanied by a fee as set forth in Section 220.03.
- (c) Each registration issued pursuant to this chapter shall expire on December 31 of each year. Applications for renewal shall be received by the Health Commissioner before December 31 of the year for which registration is requested and be accompanied by a fee as set forth in Section 220.03(a) of this Code. Applications received after December 31 shall be subject to all requirements applicable to new applications for registration.
- (d) Every registrant shall maintain and submit to the Health Commissioner such records as may be required for determining compliance with all applicable standards and requirements of this Environmental Health Code.
- (e) Any individual or firm applying to become a registered installer must also be able to pass a written test as provided by the Health Commissioner. Any person not registered as of the effective date of these regulations must pass the test with a score of 80% or higher. Additional testing may be authorized by the Health Commissioner.
- (i) Each registrant shall attend at least one (1) educational meeting (sponsored by the Health District) per year for their registration to be considered for renewal.
- (j) Whenever the Health Commissioner finds that a registrant under this section is or has engaged in practices which are in violation of any provision of Part Eight - Household Sewage Treatment Systems, the Health Commissioner shall suspend the registration and give notice in writing to the registrant describing the alleged violation and state that an opportunity for a hearing will be provided by the Board of Health to show cause why his registration should not be further suspended or revoked.

- (h) A registered service provider shall comply with O&M requirements in accordance with an installation permit or operation permit issued by the board of health. In addition to any such conditions or requirements, a service provider shall:
- (1) Provide manufacturer and/or general O&M information to the owner of the STS as applicable, and to the board of health if required, either in writing or through reference to available resources.
  - (2) Understand the treatment processes, all O&M requirements, and servicing schedule for any STS for which the service provider offers and conducts O&M services.
  - (3) Conduct routine O&M services on schedule and according to requirements.
  - (4) Provide to the owner a report of the services conducted including the date of service and notation of any evidence of clear water infiltration, STS component deterioration, or other problem conditions.
  - (5) Demonstrate competence, one way to demonstrate competence is to provide evidence of completion and/or certification by a component manufacturer for the applicable component where available.
- (i) A registered service provider shall comply with any reporting or records retention requirements established by the board of health as authorized by this chapter.

**892.99 PENALTY.**

Whoever violates or fails to comply with any of the provisions of this Environmental Health Code shall be in violation of ORC 3707.48, 3709.20, 3709.21 or 3709.22, and subject to penalties provided in ORC 3707.99 and 3709.99.

*(Resolution 165-07, July 12, 2007)*