

KITTITAS COUNTY
PUBLIC HEALTH DEPARTMENT

STAFF REPORT

PUBLIC HEARING DATE: December 15, 2011

ACTION REQUESTED: Consider Adoption of Board of County Commissioners Resolution No. 2011-_____ and Consider Adoption of the Kittitas County Board of Health Resolution No. 2011-_____ approving an amendment to Kittitas County Public Health Department 2012 Fee Schedule

BACKGROUND: Kittitas County Public Health Department is requesting an amendment to the Public Health Fee Schedule for 2012 fees. The changes proposed include:

- Addition of two separate Group B Sanitary Survey Inspection Fees. 1) Sanitary Survey Group B Public Water System Inspection fee for water systems without a Satellite Management Agency (SMA) contract, and 2) a reduced Sanitary Survey fee for Group B Public Water Systems with a SMA contract. Proposed fees are based on a cost recovery model that includes the cost of salaries, benefits, indirect, and incidentals.

KCPHD has notified all affected parties including Satellite Management Agencies and managers of Group B Public Water Systems on file of the proposed fees including the date, time and place of the public hearing.

INTERACTION: At a study session on September 12, 2011 the Kittitas County Board of Commissioners (BOCC) were informed of a proposal to perform Sanitary Survey Inspections for Group B Public Water Systems. During that meeting it was requested that Standard Operating Procedures (SOP) and Enforcement Policy be developed and reviewed by the BOCC before fee and program adoption. At the Kittitas County Board of Health (BOH) meeting on October 20, 2011 a draft SOP and Enforcement Policy was presented, discussed, and approval to set a joint public hearing between the BOH and BOCC was set for December 15, 2011 to consider amending the 2012 fee schedule to adopt the newly proposed fees.

At the November ____, 2011 Agenda Session, the BOCC approved a request to set a joint BOH and BOCC public hearing on December 15, 2011 to consider the adoption and revision of the Public Health Fee Schedule for 2012 fees to include Group B Sanitary Survey Inspections Fees.

RECOMMENDATION:

- 1) Approve Kittitas County Board of Health Resolution No. 2011-_____ adopting an amendment to the 2012 schedule for fees collected by Kittitas County Public Health Department; and
- 2) Approve Kittitas County Board of County Commissioners Resolution No. 2011-_____ adopting an amendment to the 2012 schedule for fees collected by Kittitas County Public Health Department.

HANDLING: None

ATTACHMENTS:

- (1) Notice of Public Hearing
- (2) Kittitas County Board of Health Resolution No. 2011-__ adopting an amendment to the 2012 Schedule for Fees Collected by Kittitas County Public Health Department
- (3) Kittitas County Board of County Commissioners Resolution No. 2011-____ adopting an amendment to the 2012 Schedule for Fees Collected by Kittitas County Public Health Department
- (4) (*Exhibit A*) 2012 Fee Amended Schedule Policy
- (5) (*Exhibit B*) Group B Sanitary Survey Inspection Fact Sheet and Proposal
- (5) (*Exhibit C*) Group B Sanitary Survey SOP and Enforcement Policy
- (6) (*Exhibit D*) Group B Inspection Report Form

LEAD STAFF: Maria Canfield, Public Health Administrator;
James Rivard, Environmental Health Supervisor

**BOARD OF HEALTH
COUNTY OF KITTITAS
STATE OF WASHINGTON**

RESOLUTION NUMBER 2011 - _____

WHEREAS, the Kittitas County Board of Health has the authority, pursuant to RCW 70.05.060, to set and amend fees charged by the Kittitas County Public Health Department for services rendered; and

WHEREAS, the Kittitas County Board of Health has the authority, pursuant to RCW 70.05.060, to set and amend the fees charged by the Kittitas County Public Health Department for services rendered; and

WHEREAS, the Kittitas County Public Health Department Fee Schedule does not exceed the actual cost of providing the services for which such fees are charged, as mandated by the above referenced statute;

NOW THEREFORE, BE IT HERBY RESOLVED the Board of Health of Kittitas County, Washington adopts the amended 2012 Public Health Fee Schedule shown on "Exhibit A" effective January 1, 2012.

**BOARD OF HEALTH
KITTITAS COUNTY, WASHINGTON**

Commissioner Paul Jewell, Chairman

Rich Elliott, Vice Chairman

Commissioner Obie O'Brien

Commissioner Alan Crankovich

Rich Elliot, Board Member

ATTEST:
CLERK OF THE BOARD

Candi Blackford

**BOARD OF COUNTY COMMISSIONERS
COUNTY OF KITTITAS
STATE OF WASHINGTON**

RESOLUTION No. 2011-_____

WHEREAS, the Kittitas County Board of Health has the authority, pursuant to RCW 70.05.060, to set and amend the fees charged by the Kittitas County Public Health Department for services rendered; and

WHEREAS, the Kittitas County Public Health Department Fee Schedule does not exceed the actual cost of providing the services for which such fees are charged, as mandated by the above referenced statute; and

WHEREAS, the Kittitas County Board of Health adopted the amended 2012 Public Health Department Fee Schedule and recommended it to the Board of County Commissioners as part of the 2012 proposed budget; and

WHEREAS, the Board of County Commissioners adopts all Kittitas County Department fee schedules as part of Kittitas County policy; and

WHEREAS, the amended 2012 Public Health Department Fee Schedule is consistent with the Board of Health's direction is attached hereto and incorporated by reference as "Exhibit A";

NOW THEREFORE, BE IT HEREBY RESOLVED that the Board of County Commissioners of Kittitas County, Washington adopts the amended 2012 Public Health Fee Schedule shown on "Exhibit A" effective January 1, 2012, at Ellensburg, Washington.

**BOARD OF COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**

Commissioner Paul Jewell, Chairman

Commissioner Alan Crankovich, Vice Chairman

Commissioner Alan Crankovich

ATTEST:
CLERK OF THE BOARD

Julie Kjorsvik



To Protect and Promote the Health and the Environment of the People of Kittitas County

Memorandum

To: Kittitas County Board of Health & Board of County Commissioners
 From: Maria Canfield, Director
 Subject: Adoption of Group B Sanitary Survey Inspection Fees and Amendment to the 2012 Public Health Fee Schedule
 Date: December 15, 2011

The following analysis is provided for your review and consideration to amend the 2012 fee schedule. The proposed fees are based on a full cost recovery model to implement and perform sanitary survey inspections on Group B Water Systems in Kittitas County once every 5 years. Detailed calculations are available for review.

<u>Proposed Fee Description</u>	<u>Proposed Fee</u>
Group B Public Water System Sanitary Survey Inspection Fee (with SMA contract)	\$290.00 per water system / once every 5 years
Group B Public Water System Sanitary Survey Inspection Fee (without SMA contract)	\$345.00 per water system / once every 5 years

<u>Fee</u>	<u>Item</u>	<u>Units</u>	<u>Rate</u>	<u>Total</u>	<u>Notes</u>
Group B Public Water System Sanitary Survey Inspection – (With a SMA contract)	EH Professional Time	4.73	\$44.00	\$208.12	Initial application review (0.33 hrs), Correspondence with applicant, authorized agent, WA Dept. of Health (0.75 hrs), Environmental Health Management (0.25 hrs), Scheduling site visit (0.25 hrs). 5 year cycle inspection total Est. travel time (1.33 hrs), Site visit (0.66 hrs), Additional paperwork and follow-up (0.66 hrs), Database entry (0.25 hrs), and archiving files (0.25 hrs).
	Support Staff Time	1.9	\$30.00	\$57.00	Application intake (0.33 hrs), Database entry (0.25 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.2 hrs).
	Health Officer Time	0.083	\$108.00	\$8.96	Health Officer Consultation (0.083 hrs)
	Incidentals	1	\$21.86	\$21.86	Software license, Computer replacement, Vehicle replacement cost.
	Total Cost Recovery			\$286.34	
	Proposed Cost Recovery			\$290.00	
	Current Fee			None	

<u>Fee</u>	<u>Item</u>	<u>Units</u>	<u>Rate</u>	<u>Total</u>	<u>Notes</u>
Group B Public Water System Sanitary Survey Inspection – (W/O a SMA contract)	EH Professional Time	5.74	\$44.00	\$252.56	Initial application review (0.5 hrs), Correspondence with applicant, authorized agent, WA Dept. of Health (1.0 hrs), Environmental Health Management (0.5 hrs), Scheduling site visit (0.33 hrs). 5 year cycle inspection total Est. travel time (1.33 hrs), Site visit (0.75 hrs), Additional paperwork and follow-up (0.75 hrs), Database entry (0.33 hrs), and archiving files (0.25 hrs).
	Support Staff Time	1.9	\$30.00	\$57.00	Application intake (0.5 hrs), Database entry (0.33 hrs), Receipting & handling monies (0.80 hrs), Data Assessment (0.2 hrs).
	Health Officer Time	0.083	\$108.00	\$8.96	Health Officer Consultation (0.083 hrs)
	Incidentals	1	\$21.86	\$21.86	Software license, Computer replacement, Vehicle replacement cost.
	Total Cost Recovery			\$340.38	
	Proposed Cost Recovery			\$345.00	
	Current Fee			None	

EXHIBIT B
KITTITAS COUNTY PUBLIC HEALTH DEPARTMENT
FEE SCHEDULE POLICY — 2012

Purpose

It is the purpose of this policy (1) to clarify the authority of the Kittitas County Board of Health to set fees, (2) to establish current fees charged for services provided by the Kittitas County Public Health Department (KCPHD), (3) to provide guidelines for the determination of fees, and (4) to establish service cost calculation, billing, and refund policies. This policy covers all fees charged directly by the Kittitas County Public Health Department, to include Community Health Services, Health Promotion, Environmental Health, and Vital Records.

Policy

Authority

1. Title 70 RCW: Public Health and Safety

70.05.060 Powers and duties of local board of health: Each local board of health shall have supervision over all matters pertaining to the preservation of the life and health of the people within its jurisdiction and shall: (7) Establish fee schedules for issuing or renewing licenses or permits or for such other services as are authorized by the law and the rules of the state board of health: provided that such fees for services shall not exceed the actual cost of providing any such services.

Procedures

Fee Schedule Development

The fee schedules will be developed to allow KCPHD to recover its direct and indirect costs. KCPHD will not operate on a for-profit basis, but will seek not to operate at a loss. Pass-through costs will not be included in the fee schedule but will be reflected in an appropriate billing document.

Public Input

Public input will be sought prior to completion of the draft fee schedule. Public notification of changes in fees will be completed after the updated fees are adopted.

Frequency of Review

Fee schedules will be presented to the Kittitas County Board of Health for review and approval on an annual basis, at a minimum. The fee schedules will be revised and presented to the Kittitas County Board of Health in conjunction with the annual presentation of the Kittitas County Public Health Department budget.

Service Cost Calculation

Prior to setting the fee, the service will be clearly defined, using standard definitions of practice when they exist. The actual cost of the service, including indirect costs, will be calculated using sound and consistent methodology.

The cost calculations for each program area for 2012 are presented in Exhibit A Staff Report, Attachment 4. As can be seen in reviewing the General Fee Notes, the department has four staff teams that roughly correspond to program areas: Environmental Health Professional Staff, Community Health Services (Nursing) Professional Staff, Health Promotion Professional Staff, and Support Staff. Team hourly rates are determined by averaging staff salaries.

Environmental Health, Community Health, and Health Promotion rates are calculated as unit costs (defined here as one hour). Team hourly rates include salaries, fringe benefits, department indirect (overhead), support staff, and county indirect. Support staff is included in each rate to reflect the actual work conducted. Administrative costs are included in the department's overhead rate. The 2012 Environmental Health hourly rate is presented below as an example:

Average EH Professional Salary Rate	\$24.80
Average Support Staff Salary Rate	\$17.04
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Combined Salary Rate	\$41.84
Benefits (budgeted at 40%)	\$16.74
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Total Hourly Payroll	\$58.58
Department overhead (budgeted at 24.25% of salaries)	\$10.15
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Departmental Costs	\$68.72
County overhead (budgeted at 11.25% of salaries)	\$4.71
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EH Hourly Rate	\$73.43
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Final EH Hourly Rate for 2012	\$73.00
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Similar calculations for the remaining program areas have been developed. In 2012 they are:

- Community Health: \$93.00
- Health Promotion: \$64.00
- Support Staff: \$32.00

An overall department hourly rate is calculated for a unit of time (one hour) by averaging the four rates noted above. For 2012, the rate is \$80.00, it was \$75.00 in 2011. This rate is used whenever an activity, without a specific rate, needs to be billed. In the past, this is a rarely used fee.

Sliding Fee Scale

The sliding fee scale is based on 200 percent of the federal poverty level and is annually adjusted for family size.. The scale is divided into four increments and correlates to a percentage of the federal poverty level. The formula for the establishment of the sliding fee scale is reflected below:

Sliding Fee Scale Formula	
Federal Poverty Level	Sliding Fee
0-132%	0%
133-149%%	25%
150-174%	50%
175-199%	75%
200%	100%

See Attachment 1 for the current sliding fee scale.

Individuals having a demonstrated inability to pay will not be refused specific services, such as tuberculin skin testing (high-risk clients), HIV and hepatitis C testing (high-risk clients), and child immunizations (vaccine provided by the state).

Fee Collection Practices

Fees for services at KCPHD will be collected at the time of service. Payment will be either cash or personal check for most services except for Vital Records and Food Worker Cards. KCPHD accepts cash, money orders, or cashier checks for payment of Vital Records and Food Worker Cards. Personal checks, with the exception of business checks from organizations that have established a working relationship with KCPHD, will not be accepted for Vital Records and Food Worker Cards. Money orders and personal checks for other services must be made out to Kittitas County Public Health Department. Two-party checks will not be accepted for payment. Checks returned for insufficient funds will be assessed the Kittitas County insufficient fund fee and turned over to the Health Department for collection.

Subsidized Services

No fee will be established for services funded by a local, state, or federal grant that provides for 100% reimbursement of Kittitas County Public Health Department costs.

Late Fees

If an Environmental Health annual operating permit (food, camp, park, pool, solid waste) is not renewed within seven days of its expiration date, a late fee of 20% of the annual fee shall be assessed. If the annual operating permit is not renewed within 21 days of its expiration date, a late fee of 40% of the annual fee will be assessed. Operations will be suspended if the annual operating permit renewal is delinquent beyond 35 days.

A concessionaire for a temporary food event must submit a completed application at least two weeks prior to the first day of the event or a fee double the amount will be imposed.

All other payments not received within 30 days of issuance by KCPHD will incur a 10% late fee, accruing an additional 10% every 30 days thereafter following county policy.

Refunds

The Kittitas County Public Health Department has a refund policy in place for fees, licenses, and permits. In order to request a refund, a written request must be submitted utilizing the Request for Refund document on KCPHD's website. The document must be mailed, faxed or delivered to KCPHD:

Kittitas County Public Health Department
507 N. Nanum Street, Suite 102
Ellensburg, Washington 98926
Fax (509) 962-7581

All refund requests will be subject to an additional deduction for work actually performed by KCPHD prior to receiving the refund request. The cost of actual work performed will be estimated using the same costs that established the fee. Specific information on each fee's component costs is available by contacting KCPHD. These costs are updated annually.

Requests for refunds will not be honored for any work accomplished prior to the request being received in writing.

Vital Records

Vital Records Fees charged by Washington State Department of Health and local registrars (RCW 70.58.107): The Kittitas County Public Health Department Vital Records fee structure is consistent with RCW 70.58.107, stated below, and is subject to change at any time by the state legislature. Any fee changes by the state legislature shall be adopted by the Kittitas County Public Health Department and the Public Health Administrator will incorporate the fee changes into a fee schedule revision for approval by the Kittitas County Board of Health during the course of the calendar year.

RCW 70.58.107: The Washington State Department of Health (DOH) shall charge a fee of twenty dollars (\$20.00) for certified copies of records and for copies or information provided for research, statistical, or administrative purposes, and eight dollars (\$8.00) for a search of the files or records when no copy is made.

No fee may be demanded or required for furnishing certified copies of a birth, death, fetal death, marriage, divorce, annulment, or legal separation record for use in connection with a claim for compensation or pension pending before the veteran's administration.

Local registrars shall charge the same fees as the state as hereinabove provided and as prescribed by DOH regulation, except in cases where payment is made by credit card, charge card, debit card, smart card, stored value card, federal wire, automatic

Attachment 1: 2012 Sliding Fee Schedule

Family Size	Interval	0%	25%	50%	75%	100%
1	Annual	\$14483 and below	\$14484 – \$16334	\$16335 – \$19057	\$19058 – \$21779	\$21780 and above
	Monthly	\$1206 and below	\$1207 – \$1360	\$1361 – \$1587	\$1588 – \$1814	\$1815 and above
2	Annual	\$19563 and below	\$19564 – \$22064	\$22065 – \$25742	\$25743 – \$29419	\$29420 and above
	Monthly	\$1629 and below	\$1630 – \$1838	\$1839 – \$2144	\$2145 – \$2451	\$2452 and above
3	Annual	\$24644 and below	\$24645 – \$27794	\$27795 – \$32427	\$32428 – \$37059	\$37060 and above
	Monthly	\$2053 and below	\$2054 – \$2315	\$2316 – \$2701	\$2702 – \$3087	\$3088 and above
4	Annual	\$29725 and below	\$29726 – \$33524	\$33525 – \$39112	\$39113 – \$44699	\$44700 and above
	Monthly	\$2476 and below	\$2477 – \$2793	\$2794 – \$3258	\$3259 – \$3724	\$3725 and above
5	Annual	\$34805 and below	\$34806 – \$39254	\$39255 – \$45797	\$45798 – \$52339	\$52340 and above
	Monthly	\$2900 and below	\$2901 – \$3270	\$3271 – \$3815	\$3816 – \$4361	\$4362 and above
6	Annual	\$39886 and below	\$39887 – \$44984	\$44985 – \$52482	\$52483 – \$59979	\$59980 and above
	Monthly	\$3323 and below	\$3324 – \$3748	\$3749 – \$4373	\$4374 – \$4997	\$4998 and above
7	Annual	\$44966 and below	\$44967 – \$50714	\$50715 – \$59167	\$59168 – \$67619	\$67620 and above
	Monthly	\$3746 and below	\$3747 – \$4225	\$4226 – \$4930	\$4931 – \$5634	\$5635 and above
8	Annual	\$50047 and below	\$50048 – \$56444	\$56445 – \$65852	\$65853 – \$75259	\$75260 and above
	Monthly	\$4170 and below	\$4171 – \$4703	\$4704 – \$5487	\$5488 – \$6271	\$6272 and above

Attachment 2: 2012 Environmental Health Fees

ACTIVITY	TERM	2011 Fees	2012 Fees
DRINKING WATER			
Certificate of Potable Water Storage/Cistern Use New Permit	Each (expires w/in 2 years)	\$350.00	\$415.00
Potable Water Hauler License	Annual	\$175.00	\$220.00
Time of Sale Potable Water Storage/Cistern System Inspection	Each	\$295.00	\$415.00
Annual Potable Water Storage/Cistern Water Test Results Review	Annual	\$25.00	\$35.00
Group B workbook	Each	\$8.00	\$8.00
Water & Sewage Evaluation	Each	\$160.00	\$305.00
Re-evaluations	Each	\$100.00	\$155.00
Water OR Sewage Evaluation	Each	\$140.00	\$190.00
Water Sample collected by EH staff	Each	\$95.00	\$155.00
Well Site Review	Each	\$50.00	\$100.00
Well Site Inspection	Each	\$200.00	\$250.00
Group B Water System Application Review and Approval	Each	\$400.00	\$450.00
Group B Water System Expansion (3-9 connections)	Each	\$260.00	\$310.00
<u>Group B Water System Sanitary Survey – W/O SMA contract</u>	<u>Each</u>	<u>N/A</u>	<u>\$345.00</u>
<u>Group B Water System Sanitary Survey – W/ SMA contract</u>	<u>Each</u>	<u>N/A</u>	<u>\$290.00</u>
Electronic Meter Read (EMR) Equipment	Each	175.00	\$175.00
SOLID WASTE*			
Landfill	Annual	\$500.00	\$1,950.00
Transfer Station	Annual	\$1,462.00	\$1,490.00
Composting Site	Annual	\$500.00	\$1,110.00
Recycling Center	Annual	\$125.00	\$575.00
Biosolids Utilization	Annual	\$500.00	\$1,110.00
Demolition/Inert	Annual	\$500.00	\$1,110.00
Wood waste	Annual	\$500.00	\$1,110.00
Closed Landfill	Annual	\$500.00	\$1,110.00
Limited Purpose Landfill	Annual	\$1,462.00	\$1,950.00
Moderate Risk Waste Facility	Annual	\$1,462.00	\$1,605.00
Other Solid Waste			
Piles	Annual	\$500.00	\$1,110.00
Impoundment	Annual	\$500.00	\$1,110.00

ACTIVITY	TERM	2011 Fees	2012 Fees
Tire Storage	Annual	\$500.00	\$1,110.00
PCS	Annual	\$500.00	\$1,110.00
New Application Review	Each	\$500	\$1935.00
Renewal Application Review	Each	\$100.00	\$145.00
Activities exceeding 4 hours of review	Hour	\$ 75.00	\$80.00
Meth Lab Investigation	Each	\$400.00	\$795.00
ON-SITE SEWAGE (OSS)			
Septic Tank Pumper License	Annual	\$150.00	\$195.00
On-Site Sewage System Installer License	Annual	\$115.00	\$195.00
On Site Sewage Installer Study Packet	Each	\$25.00	\$25.00
On-Site Sewage System Installer Exam	Each	\$120.00	\$195.00
On-Site Sewage System Site Evaluation	Each	\$350.00	\$400.00
On-Site Sewage System Renewal Permit	Each (expires w/in 1 year)	\$165.00	\$200.00
On-Site Sewage Redesign Submittal (Same Designer)	Each (expires w/in 1 year)	\$100.00	\$150.00
OSS-Gravity System			
OSS System New/Repair Permit	Each (expires w/in 1 year)	\$295.00	\$415.00
OSS System Homeowner Design	Each (expires w/in 1 year)	\$165.00	\$215.00
Does not include site evaluation or permit			
OSS-Pressure System			
OSS System New/Repair Permit	Each (expires w/in 1 year)	\$335.00	\$450.00
OSS-Alternative System			
OSS System New/Repair Permit	Each (expires w/in 1 year)	\$465.00	\$525.00
OSS-Community System			
OSS System New/Repair Permit	Each (expires w/in 1 year)	\$550.00	\$625.00
OSS-Commercial System			
OSS System New/Repair Permit	Each (expires w/in 1 year)	\$550.00	\$625.00
OSS-Dry Cabin			
Privy/Compost Toilet Permit	Each (expires w/in 1 year)	\$240.00	\$290.00
OSS-Other Fees			
Experimental Sewage System	Each (expires w/in 1 year)	\$240.00	\$710.00
Incineration Toilet Permit	Each (expires w/in 1 year)	\$240.00	\$365.00

ACTIVITY	TERM	2011 Fees	2012 Fees
Septic Tank Replacement	Each (expires w/in 1 year)	\$150.00	\$240.00
Temporary Holding Tank	Each (expires w/in 1 year)	\$295.00	\$440.00
OSS Design Archiving Fee (archiving fee waived if design submitted in an electronic pdf format)	Each	\$15.00	\$25.00
OSS Permit copy/Realtor request	Each	\$5.00	\$6.00
OSS-Plat			
Long Plat Fee	Each	\$625.00	\$675.00
Activities exceeding 12.5 hours	Hour	\$75.00	\$80.00
Short Plat Fee	Each	\$380.00	\$430.00
Boundary Line Adjustment Review	Each	\$125.00	\$175.00
Hydrogeological Report Review – Short Plat	Each	\$630.00	\$735.00 Deposit + cost of hydrogeologist and PH Admin
Hydrogeological Report Review – Long Plat	Each	\$1150.00	\$1255.00 Deposit + cost of hydrogeologist and PH Admin
Activities exceeding 4 hours	Hour	\$75.00	\$80.00
ADEQUATE WATER SUPPLY DETERMINATION FOR BUILDING PERMITS			
Individual or shared water systems, Group B Water Systems, Group A- NTNC and Group A-TNC Water Systems	Each	\$200.00	\$265.00
Group A Community Systems	Each	N/A	\$140.00
FOOD SAFETY			
General Food Service			
Food Service Level 1	Annual	N/A	\$270.00
Food Service Level 2	Annual	N/A	\$410.00
Food Service Level 3	Annual	N/A	\$490.00
Mobile Food Service			
Mobile Service Level 1	Annual	N/A	\$295.00
Mobile Service Level 2	Annual	N/A	\$435.00
Mobile Service Level 3	Annual	N/A	\$520.00
Grocery Store			
Large Grocery Service ≥ 5,000 Sq. Ft. Separate permit fee will be assessed for specialty areas of grocery stores ≥ 5000 sq. ft. including espresso, deli, meat/seafood, bakery, etc.	Annual	\$190-430.00	\$360.00

Attachment 3: 2012 Community Health Services/Clinic Fees

Code	Description	2011 Fee	2012 Adult & Child
99211	Brief	\$20.00	\$65.00
99211	Limited	\$40.00	\$75.00
99211	Full Travel Consultation	\$75.00	\$115.00
	Overseas Travel Consultation – Group Education Session (2 hour presentation; minimum 4 people for a group session)	\$280.00	\$240.00
	Child Care Nurse Consulting Monthly Fee	\$75.00	\$125.00
	Child Care Nurse Consulting Hourly Rate	\$75.00	\$95.00
36415	Blood Draw	\$19.00	\$60.00
	QFG Processing Fee	New	\$50.00
99211	PPD TST Initial	\$40.00	\$60.00
99211	PPD TST Results Only	\$20.00	\$50.00
99211	TB Initial Positive Visit Exam	\$55.00	\$140.00
99211	Follow up Positive Visit	\$30.00	\$75.00
86580	PPD TST /Contact PPD TST	\$6.00	\$6.00
99341	TB Home visit – New	\$45.00	\$160.00
99347	TB Home visit – Established	\$35.00	\$75.00
	State Vaccine Administrative Charge	\$12.00	\$15.60

Attachment 4: 2012 Health Promotion Fee Schedule

Description	2011 Fee	2012 Fee
BLOOD BORNE PATHOGEN & HIV/AIDS EDUCATION		
Community Classes (classes open to the public held several times per year)		
2 hour HIV/AIDS Education and Blood Borne Pathogen Certification	\$25.00 per person	\$35.00 per person
4 hour HIV/AIDS Education and Blood Borne Pathogen Certification ¹	\$30.00 per person	\$45.00 per person
Group On-Site Classes (classes available to groups or organizations)		
1 hour BBP Refresher Course	\$115.00 per group	\$135.00 per group
2 hour HIV/AIDS Education and Blood Borne Pathogen Class	\$225.00 per group	\$170.00 per group
Individual Certification (for individuals unable to attend a class)		
1 hour BBP Refresher Course	New	\$130.00 per person
2 hour HIV/AIDS Education and Blood Borne Pathogen Certification	New	\$165.00 per person
Other HIV/AIDS and Blood Borne Pathogen Fees		
HIV/AIDS and BBP Education Certificate Replacement Fee	\$10.00 per certificate	\$20.00 per certificate
Replacement Videos (if lost or not returned)	New	\$200.00 per incidence
Video return late fee (if videos aren't returned on time)	New	\$25.00 per incidence
SMOKING IN PUBLIC PLACES ORDINANCE ENFORCEMENT		
Re-Inspection Fee (after violation)	New	\$75.00 per inspection
HIV & HEPATITIS C TESTING & COUNSELING		
Pre-Test Counseling	\$56.00	\$90.00
Post-Test Counseling	New	\$90.00
OraSure HIV Antibody Test	New	\$50.00
HIV Antibody & Syphilis Test (same as blood draw fee)	\$25.00	\$60.00
Hepatitis C Test	New	\$45.00

¹ Certificates for the 4-hour training are obtained through attending the 2 hour class and viewing of additional videos

Attachment 5: Vital Records Fees

Code	Description	2011 Fee	2012 Fee
Vital Records	Birth and Death Certificate Fee	\$20.00	\$20.00
Search Fee	Search Net Term for Information	\$8.00	\$8.00
Same Day	Processing Birth Certificate Same Day	\$10.00	\$10.00
Reprocessing Fee	Reprocess of Death Certificate	New	\$4.00