Skagit County Public Health

Monica Negrila, Director
Howard Leibrand, M.D., Health Officer

EH Permit ID:_____
Fee:_____
Date:_____
Received by:_____

2027 ON-SITE SEWAGE SYSTEM INSTALLER CERTIFICATE APPLICATION

New Installer: ☐ Level 1 ☐ Level 2

1. Complete Application
2. Must have and maintain a current registration with Washington State Office of the Secretary of State and Department of Revenue, as required by business type
3. Pass a written examination approved by the Health Officer
    a. Level 1 Installer
        i. Must pass the WOSSA Level 1 Installer certification examination, or equivalent
    b. Level 2 Installer
        i. Must pass the WOSSA Level 2 Installer certification examination, or equivalent, in addition to any product specific training requirements
4. Demonstrate any combination of training that is determined by the Health Officer to be equivalent to:
    a. Level 1 Installer
        i. Two years of full-time equivalent employment within the proceeding five years with an approved installer in any Puget Sound counties health jurisdiction; or
        ii. Eight CEUs (*64 credit hours*) of Health Officer approved training applicable to OSS installation
    b. Level 2 Installer
        i. Four years of full-time equivalent employment within the preceding six years with an approved installer in any Puget Sound counties health jurisdiction; or
        ii. Sixteen CEUs (*128 credit hours*) of Health Officer approved training applicable to OSS installation; and
        iii. Documented training and experience must include proficiency with mounds, drip irrigation, and company specific approval for individual proprietary systems
5. Provide evidence of compliance with the State of Washington Department of Labor and Industries requirements for the registration of contractors found in RCW Chapter 18.27
6. Pay all fees applicable for installer certification

Renewal: ☐ Level 1 ☐ Level 2

1. Complete Application
2. Document one CEU *(8 credit hours)* of Health Officer approved training within the previous 12 months applicable to OSS installation. The CEU shall be credit hours not used to meet previous CEU requirements.
3. Provide evidence of compliance with the State of Washington Department of Labor and Industries requirements for the registration of contractors found in RCW Chapter 18.27
4. Have no outstanding record drawings for installations completed in the previous 12 months
5. Pay all fees applicable for installer certification

Please Print

Business Name:_____

L&I Contractor's #:_____ WA State Business #(UBI):_____

Mailing Address:_____

Physical Address:_____

Phone:_____ Email:_____

Email for publication on provider list:_____

☐ Spanish? *Please check this box if you would like us to note on the provider list that there is a Spanish speaker avail.*

I, _____, of _____
(Installer - Print Name) (Business Name)

hereby submit my completed application, supporting documents, and required application fee for the profession of On-Site Sewage Disposal System Installer. I have registered an account with the Skagit County Civic Access permitting software. I have read and understand the Rules and Regulations of the Skagit County (Skagit County Code 12.05) and Washington State Boards of Health governing the installation of on-site sewage systems, including that I must:

- Have and follow the approved design (acquired from Civic Access) in possession during installation.
- Make no changes to the approved design without prior authorization of the designer **and** the local health officer.
- Cover the installation only after the local health officer has given approval to cover.
- Back fill with 6 to 24 inches of cover material and grade the site to prevent surface water from accumulating over any component of the OSS.
- Request a final construction inspection a minimum of two full working days in advance.
- Install during dry weather times during the wet season – generally, November 1 to April 1 or receive prior approval by the Health Officer before beginning construction.
- Submit as-built record drawings within 90 calendar days of the final inspection of repairs, expansions, and new gravity systems.

Signature of installer:_____ Date:_____

Incomplete applications will be returned to the applicant and not processed

Completed applications and applicable fees can be submitted by mail with a check to Skagit County Public Health, 301 Valley Mall Way Suite 110, Mount Vernon, WA 98273.

If you would like to pay over the phone by debit/credit card, a completed application must first be received and signed off. A 3% processing fee may be assessed.

EH Staff Use Only:

☐ All required documents received	☐ Active UBI#	Outstanding As-Builts	☐ Yes	☐ No
☐ Applicable fees paid	☐ Civic Access account	Installer Level	☐ 1	☐ 2
☐ CEUs approved				