

SL 2014-120 Report Harnett County

Part 1B: Food Protection and Facilities: Standardize Certain Regulatory Review Procedures

Reference Session Law 2014-120, Section 29.(b).

Background: All new and transitional establishments are required to submit a plan review application. The applications must be submitted to either the Central Permitting Office or the Harnett County Health Department's Environmental Health Section.

Plan Review Procedure: Residential care facilities and orphanages/children's homes are not required to submit plans. The Central Permitting office will issue them a Land Use Application indicating the address, type of water and wastewater facilities and the number of proposed residents.

New establishments must obtain plan review approval prior to construction. If a permit is required, one will be issued by the EHS. For establishments that are not permitted by the Department, an initial inspection must be completed prior to operating. Transitional establishments must contact the Environmental Health Section of the Harnett County Health Department prior to continuing operation. Based upon the degree of food safety and sanitation knowledge, menu modifications, and public health consequence the Environmental Health Specialist may issue a transitional permit without the plan review application. The plan review application would still be required, but the owner would have the 180 days as allowed for the transitional permit (90 days for lodging establishments.)

Once a plan review application and associated documents are received from Central Permitting, the EHS assigned to the establishment will sign the Plan Review Application Log with corresponding date. The plan review must be done within 30 days upon receipt. A master file must be made and all the materials and correspondence during the review shall be kept in the folder.

Once the plans have been reviewed and approved, the EHS must sign off in the HTE system that the plan review was done. Upon completion of the construction and after a permit is issued, the EHS must sign off in the HTE system for the final approval. The final approval cannot be given until all the necessary documents are submitted including on-site wastewater permits and inspections.

**Part 2B: Food Protection and Facilities Informal Internal Review Process
and
Procedures to Develop and Maintain a List of Review Engineers**

Reference Session Law 2014-120, Section 29.(c).

Background: All new and transitional establishments are required to submit a plan review application. The applications must be submitted to either the Central Permitting Office or the Harnett County Health Department's Environmental Health Section.

Plan Review Procedure: Residential care facilities and orphanages/children's homes are not required to submit plans. The Central Permitting office will issue them a Land Use Application indicating the address, type of water and wastewater facilities and the number of proposed residents.

New establishments must obtain plan review approval prior to construction. If a permit is required, one will be issued by the EHS. For establishments that are not permitted by the Department, an initial inspection must be completed prior to operating. Transitional establishments must contact the Environmental Health Section of the Harnett County Health Department prior to continuing operation. Based upon the degree of food safety and sanitation knowledge, menu modifications, and public health consequence the Environmental Health Specialist may issue a transitional permit without the plan review application. The plan review application would still be required, but the owner would have the 180 days as allowed for the transitional permit (90 days for lodging establishments.)

Once a plan review application and associated documents are received from Central Permitting, the EHS assigned to the establishment will sign the Plan Review Application Log with corresponding date. The plan review must be done within 30 days upon receipt. A master file must be made and all the materials and correspondence during the review shall be kept in the folder.

Once the plans have been reviewed and approved, the EHS must sign off in the HTE system that the plan review was done. Upon completion of the construction and after a permit is issued, the EHS must sign off in the HTE system for the final approval. The final approval cannot be given until all the necessary documents are submitted including on-site wastewater permits and inspections.

Part 3B: Food Protection and Facilities Review of Working Job Titles
Reference Session Law 2014-120, Section 29.(h).

All regulatory submittals are reviewed by the food and lodging staff for required information. Both engineered and non-engineered plans are reviewed by authorized staff. No specific job titles need to be changed at this time.

Part 1A: On-site Water Protection: Standardize Certain Regulatory Review Procedures

Reference Session Law 2014-120, Section 29.(b).

Background: The Environmental Health Section of the Harnett County Department of Public Health receives Regulatory Submissions for review under multiple scenarios as provided for in statute and rule. The review process is described below.

I. ~~First type of Regulatory submittal~~ Regulatory Submittals as required by 15A NCAC 18A

~~A. A description of the process~~

A. Environmental Health Section (EHS) receives an application that requires state review in any capacity.

1. EHS reviews application to insure that all required information is submitted. If information is lacking, applicant is contacted and all information needed as per 15A NCAC 18A is requested.
2. Complete application is submitted to the regional engineer at OSWP.

Etc.

B. Permitting

1. EHS serves as the point of contact for both applicant and the regional engineer.
2. EHS facilitates all meetings and site visits.
3. EHS issues permits or denials based on guidance from the regional engineer.

Part 2A: On-site Water Protection Informal Internal Review Processes

and

Procedures to Develop and Maintain a List of Review Engineers

Reference Session Law 2014-120, Section 29.(c).

- I. The Environmental Health Section follows the procedure and guidelines as set forth in SL 2014-120 Report DHHS DPH EHS Sec. III & Sec. IV to meet the requirements of Session Law 2014-120, Section 29.(c).

Part 3A: Onsite Water Protection Review of Working Job Titles

Reference Session Law 2014-120, Section 29.(h).

- I. All Regulatory Submittals are reviewed by the On-Site staff for required information only and not engineered specific information, the engineering review is done with assistance from the regional engineer. We feel no specific job titles need to be changed at this time to reflect our review of Regulatory Submittals.