



## CASWELL COUNTY ENVIRONMENTAL HEALTH

### **SL 2014 – 120 Report**

January 25, 2016

**Part 1A: On-site water Protection: Standardize Certain Regulatory Review Procedures**  
*Reference Session Law 2014-120, Section 29.(b).*

**Part 1B: Food Protection and Facilities Branch: Standardize Certain Regulatory Review Procedures**  
*Reference Session Law 2014-120, Section 29.(b).*

**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).*  
***Note: The informal review process was not used last year (2015)***

**Part 2B: Food Protection and Facilities Informal Internal Review Processes and Procedures to Develop and Maintain a List of Review Engineers**  
*Reference Session Law 2014-120, Section 29.(c).*  
***Note: The informal review process was not used last year (2015)***

**Part 3A: On-site Water Protection Review of Working Job Titles**  
*Reference Session Law 2014-120, Section 29.(h).*

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

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

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

Background: Caswell County Environmental Health (CCEH) receives Regulatory Submittals for review under multiple scenarios as provided for in statute and rule. The processes for each type of review are described below.

- I. Systems with design daily flows > 3,000 total gallons per day [15A NCAC 18A .1938(e)] or for treatment of industrial process wastewater (IPWW) [15A NCAC 18A .1938(f)]: *State review required.*
  - A. *Reference SL 2014-120 Report DHHS DPH EHS (Part 1A)Section I*
- II. When state review is requested by the CCEH pursuant to 15A NCAC 18A .1938(f).
  - A. *Reference SL 2014-120 Report DHHS DPH EHS (Part 1A)Section II*
- III. Systems with design flows > 600 total gallons per day and < 3000 total gallons per day
  - A. CCEH Program Coordinator reviews application submittals for completeness pursuant to [15A NCAC 18A .1937] and determines whether state review will be requested.
    1. When state review will be requested reference Section II
    2. Applications not requiring state review will be processed for evaluation by CCEH staff pursuant to rules [15A NCAC 18A .1934 -1970]
- IV. Systems with design flows <480 total gallons per day
  - A. CCEH Program Coordinator reviews application submittals for completeness in accordance with [15A NCAC 18A .1937] and determines whether state review will be requested.

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

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

**Background:** Caswell County Environmental Health (CCEH) reviews plan submitted for individual food establishments while franchised prototype food establishments are reviewed by the Food Protection and Facilities Branch (FPF) Staff. Plans for the construction of public swimming pools are also reviewed by CCEH with technical assistance from the FPF staff. Plan review checklists provided by FPF staff are used to assure uniform review for compliance with the rules.

- A. A Food Service Plan Review Application form and guidance are provided to assure all needed information is in order for approval
- B. A public Swimming Pool Plan Review Checklist is used by CCEH staff to check pool plans to assure all safety requirements and circulation system components are able to meet the water quality requirements.
- C. Regulatory Submittal Review includes and may not be limited to the following:
  - I. Food Protection Regulatory Submittals
    - a. Applications for Food Protection Regulatory Submittals are received and processed according to General Statute 130A-248 Regulation of food and lodging establishments, General Statute 130A-250 Exemptions, 15A NCAC 18A .2658 Compliance and Enforcement and 15A NCAC 18A .2659 Permits
  - II. Hospital and Nursing Home Regulatory Submittal (Institutions)
    - a. Applications for Facilities (Institutions) are received and processed according to General Statute 130A-235 Regulation of sanitation in institutions, 15A NCAC 18A .1302 Approval of Plans
  - III. Resident Camps Regulatory Submittals
    - a. Applications are received and processed according to General Statute 130A-235 Regulation of sanitation in institutions, General Statute 130A-248 Regulation of food and lodging establishments, General Statute 130A-250 Exemptions, 15A NCAC 18A .3602 Standards and Approval of Plans and 15A NCAC 18A .3603 Permits
  - IV. Primitive Camp Regulatory Submittals
    - a. Applications are received and processed according to General Statute 130A-248 Regulation of food and lodging establishments, General Statute 130A-250 Exemptions, 15A NCAC 18A .3502 Primitive Experience Base Camp Permit Approval of Plans and 15A NCAC 18A .3503 Permit to Operate
  - V. Summer Camp Regulatory Submittals
    - a. Applications are received and processed according to General Statute 130A-248

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Regulation of food and lodging establishments, General Statute 130A-250 Exemptions, 15A NCAC 18A .1003 Investigation and Approval and 15A NCAC 18A .1004 Permits

- VI. Lodging Establishments Regulatory Submittals
  - a. Applications are received and processed according to General Statute 130A-248 Regulation of food and lodging establishments, General Statute 130A-250 Exemptions, 15A NCAC 18A .1802 Permits and 15A NCAC 18A .1818 Plan Review
- VII. Bed & Breakfast Homes Regulatory Submittals
  - a. Applications are received and processed according to General Statute 130A-248 Regulation of food and lodging establishments, General Statute 130A-250 Exemptions, 15A NCAC 18A .2202 Permits
- VIII. Bed & Breakfast Inns Regulatory Submittals
  - a. Applications are received and processed according to General Statute 130A-248 Regulation of food and lodging establishments, General Statute 130A-250 Exemptions, 15A NCAC 18A .3002 Permits
- IX. Local Confinement Facilities Regulatory Submittals
  - a. Applications are received and processed according to General Statute 153A-226 Sanitation and food, 15A NCAC 18A .1503 Approval of PlanS
- X. Residential Care Facilities Regulatory Submittals
  - a. Applications are received and processed according to General Statute 130A-235 Regulation of sanitation in institutions and 15A NCAC 18A. 1602 Approval of Plans
- XI. Adult Day Service Facilities Regulatory Submittals
  - a. Applications are received and processed according to General Statute 130A-235 Regulation of sanitation in institutions, 15A NCAC 18A .3302 Approval Of Construction And Renovation Plans
- XII. Child Day Cares Regulatory Submittals
  - a. Applications are received and processed according to General Statute 110-91 Mandatory standards for a license and 15A NCAC 18A .2802 Approval Of Construction And Renovation Plans
- XIII. School Buildings Regulatory Submittals
  - a. School Buildings are inspected according to General Statute 130A-236. Regulation of sanitation in schools.
- XIV. Public Swimming Pools Regulatory Submittals
  - a. Applications are received and processed according to General Statutes 130A-280 through 130A-282, 15A NCAC 18A .2509 Plan Review And Approval and 15A NCAC 18A .2510 Public Swimming Pool Operation Permits
- XV. Tattoo Regulatory Submittals
  - a. Applications are received and processed according to General Statute 130A-283 Tattooing regulated, 15A NCAC 18A .3202 Permitting

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**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).*

Note that this section refers specifically to a request for Informal Internal Review of an *engineered design*.

CCEH references Part 2A Section III of the State report for an Informal Internal Review Process and Part 2A Section IV of the State report for developing and maintaining a list of PEs for Informal Internal Reviews:

- I. If a Submitting Party requests an Informal Internal Review of an engineered design, the request will be forwarded to the State in accordance with Part 2A Section III of the State report.
- II. A list of PEs available for Informal Internal Reviews will be developed in accordance with Part 2A Section IV of the State report.

**Note: The informal review process was not used last year (2015)**

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**Part 2B: Food Protection and Facilities Informal Internal Review Processes  
and  
Procedures to Develop and Maintain a List of Review Engineers**  
*Reference Session Law 2014-120, Section 29.(c).*

Note that this section refers specifically to a request for Informal Internal Review of an *engineered design*.

Caswell County Environmental Health references Part 2B Section II for an Information Internal Review Process and Part 2B Section III of the State report for developing and maintaining a list of PEs for Informal Internal Reviews:

- I. If a Submitting Party requests an Informal Internal Review of an engineered design, the request will be forwarded to the State in accordance with Part 2B Section II of the State report.
- II. A list of PEs available for Informal Internal Reviews will be developed in accordance with Part 2B Section III of the State report.

**Note: The informal review process was not used last year (2015)**

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**Part 3A: Onsite Water Protection Review of Working Job Titles**  
***Reference Session Law 2014-120, Section 29.(h).***

- I. Caswell County Health Department conducts an annual review of working job titles of local Onsite water Protection employees on our staff with job duties that include review of Regulatory Submittals.
  - A. Reviewer assures working job titles are consistent with the State Office of Human Resources and assures they encompass the scope of work.
    - 1. There are no positions in the EHS with the working job title “Engineer”.
    - 2. There are 3 employees that review Regulatory Submittals.
      - a. Environmental Health Supervisor
      - b. Environmental Health Program Coordinator
      - c. Environmental Health Specialist

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

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