

KITTITAS COUNTY
PUBLIC HEALTH DEPARTMENT

STAFF REPORT

PUBLIC HEARING DATE: November 18, 2010

ACTION REQUESTED: Consider Adoption of Board of County Commissioners Resolution No. 2010-_____ and Consider Adoption of the Kittitas County Board of Health Resolution No. 2010-01 Approving Kittitas County Public Health Department 2011 Fee Schedule

BACKGROUND: Kittitas County Public Health Department is requesting revision to the Public Health Fee Schedule for 2011 fees. The changes proposed include:

- Addition of a policy for late fees to include a 10% late fee for all services except Environmental Health (EH) permits. EH permits follow a different late fee policy.
- The 2010 policy specified a laboratory for Quantiferon Gold testing. The new policy indicates that the laboratory chosen will be based on the lowest price available unless time constraints necessitate an expedient testing protocol.
- Addition of an Overseas Travel Group Education Session fee to enable groups to share in the cost of the educational portion of the services. The minimum number of participants for a group education session is four (4) people. Individual patients will still need a patient consultation to receive the vaccinations. The group consultation fee of \$300 is based on 4 hours of staff time including preparation time to research the current health concerns including communicable diseases occurring in the country of travel, travel time and a 2 hour presentation. There is also a \$4.00 per person materials fee for associated educational packets related to the presentation which has to be modified and/or tailored for each presentation.
- Addition of a Childcare Nurse Consultation fee to provide a cost recovery fee for services provided by KCPHD Public Health Childcare Nurse Consultants. Washington State Administrative Code (WAC) requires licensed childcare centers to have an advisory physician, physician's assistant, or registered nurse review and sign Health Care Plans upon licensure and renewal. Licensed Childcare WAC's also require continuing education for childcare staff for which Childcare Nurse Consultant services is requested. January 1, 2011, KCPHD will no longer receive funding to support Childcare Nurse Consulting services to childcare providers in our county. WAC requires Licensed Childcare center with 4 or more infants to have a contract with a Childcare Nurse Consultant for monthly services. KCPHD will continue to contract with these facilities in 2011. Any services performed that extends outside of the one hour monthly on-site visit, as per childcare contracts will be billed to the facilities at the \$75.00/hour rate proposed in this document.
- A new Blood Borne Pathogen/HIV Education Refresher course and associated \$115 fee was added due to community need. This new class is offered at a reduced fee and time commitment for those completing annual renewal of their educational requirements.
- A statement was added about the State Department of Health changes in The Universal Vaccine for Children Program. Until May 1, 2010, vaccines will be free of charge for children

with the exception of the 3 shot HPV series. After May 1, 2010, the state will only provide the vaccine for children at no cost based on VFC status.

- The development of potable water storage/cistern use as a potable water supply option will require a design, plan review, and final inspection of the storage system. Currently there is no fee to cover the staff and travel time required to perform these tasks. As a means to meet department cost recovery justification we propose that a fee be established for environmental health review and tracking.
- The development of water storage/cistern use will require that potable water haulers be licensed annually by the Kittitas County Health Department. Currently there is no fee to cover the staff time required to perform the tasks of licensing a potable water hauler. As a means to meet department cost recovery justification we propose that a small fee be established for environmental health review and tracking.
- Due to the complex nature of water storage/cistern use and disinfection systems in order to ensure that the protection of the public's health is maintained when properties change ownership a time of sale inspection of the potable water storage/cistern system is needed. The time of sale inspection of the water storage system will allow the public health department to verify that the cistern is in good working order, proper signage is posted, and the disinfection system has been maintained and is functioning properly. As a means to meet department cost recovery justification we propose that a fee be established for environmental health inspection and review.
- To ensure that water storage/cistern systems continue to provide and hold water that is potable the requirement of an annual review of water test results by Kittitas County Public Health is required to ensure that the water remains potable. As a means to meet department cost recovery justification we propose that a small fee be established for environmental health review and tracking.
- Onsite sewage permits have an expiration date similar to Community Development Services Department which includes a 1 year time period with the ability to renew for an additional 6 months at a reduced rate. This time period is written in department policy only and has not been formally adopted by the BOH or BOCC. The onsite sewage permits are one of 2 permits that have to be issued before a building permit can be issued (the other is water availability). KCPHD believes it is better for the citizens to provide a 1 year time frame for the renewal permits (rather than 6 months) due to the overlapping expiration of all necessary permits for building in Kittitas County. Currently, EH permits expire before CDS permits which is frustrating for citizens. This time period is included in the fee schedule document Attachment A.
- The privy/compost/incineration toilet permit fees do not currently meet cost recovery. Cost recovery due to travel would place the fee for each at \$295.00. However, given that the number of privy/compost and incineration toilets that are permitted each year is under 20 and the increase to full cost recovery being a 245% fee increase, we propose an 80% cost recovery model at this time for these permits as a more realistic expectation.
- Boundary Line Adjustments are part of land use decisions, however current review of boundary line adjustments calls for an environmental review of potentially affected wells and septic systems that may be on either adjacent parcels or on the parcels under review. The Environmental health office is the only office that has the technical information and knowledge available to determine if the boundary line adjustment will encroach upon the setbacks of both private and public wells, in addition to septic drain fields. Environmental health has been reviewing and providing comment on these applications without a funding

source for a number of years. As a means to meet department cost recovery justification we propose that a small fee be established for environmental health review and tracking.

- The Water Availability Approval name and description of the type of water system requiring approval for a building permit was clarified due to changes in policy and practices in 2010. The current title and description includes: Adequate Water Supply Determination for Building Permits. The water systems required to pay this fee include individual or shared water systems, Group B Water Systems, and Group A- NTNC and Group A-TNC Water Systems and is **not** a Group A Community Water System.
- Conditional use permits are part of both land use decisions and the building permit process, however current review of conditional use permits typically calls for an environmental review of potential that the conditional use may have and the activities that will occur on site. The Environmental health office is the only office that has the technical information and knowledge available to determine if the conditional use of a particular property will require a food service permit, an increase in water monitoring to ensure the safety of the public's health, on-site sewage requirements, pool and spa permit requires, or solid and hazardous materials handling requirements. In addition to these the Health department is the only office that can determine if the use of the property will effect or encroach upon the setbacks of adjacent properties. Attending meetings with applicants and providing feedback to planning officials is the only way to effectively communicate the requirements necessary and to steer the applicants in the right direction, this in turn decreases the frustration of additional requirement that the applicant may later discover. Environmental health has been reviewing and providing comment on these applications without a funding source for a number of years. As a means to meet department cost recovery justification we propose that a fee be established for environmental health review and comment.
- Commercial project permits are part of both land use decisions and the building permit process, however current review of commercial project use permits typically calls for an environmental review of potential that the commercial project may have and the activities that will occur on site. The Environmental health office is the only office that has the technical information and knowledge available to determine if the commercial project of a particular property will require a food service permit, an increase in water monitoring to ensure the safety of the public's health, on-site sewage requirements, pool and spa permit requires, or solid and hazardous materials handling requirements. In addition to these the Health department is the only office that can determine if the use of the property will effect or encroach upon the setbacks of adjacent properties. Attending meetings with applicants and providing feedback to planning officials is the only way to effectively communicate the requirements necessary and to steer the applicants in the right direction, this in turn decreases the frustration of additional requirement that the applicant may later discover. Environmental health has been reviewing and providing comment on these applications without a funding source for a number of years. As a means to meet department cost recovery justification we propose that a fee be established for environmental health review and comment.
- Currently Kittitas County Public Health reviews and approves public commissary "commercial" kitchens that establishments then in turn rent out/allow others to have access to the facilities of the kitchen for food preparation activities both private and public. These facilities should be permitted through the health department as well as persons preparing food (either annual permit or temporary food permit is needed) by the local health department per state food regulations, private events are exempt. As a requirement of being an approved public commissary, kitchens will be required to post signage that states

that “If food preparer’s intend on preparing food that is going to be served to the public they must obtain either an annual permit or a temporary food permit from the Kittitas County Health Department”. By permitting Approved public commissaries and by posting signage, we will have reduced out liability, should a food borne illness should occur. The cost of the permit fee will meet 75% of the cost recovery needed to perform the annual inspection of the public kitchen. 100% cost recovery is not being asked for since these kitchens typically support community activities and we do not intend to prohibit those from occurring, rather we intend to permit these sites as public commissary’s to reduce our legal liability and to fulfill our statutory requirement of inspecting these facilities.

- A K-12 School Kitchen Inspection fee was added under the food safety part of the Environmental Health fee schedule. In the KCPHD has followed a \$75/hour rate for K-12 food safety inspections of kitchens billed after the time of service; however, in 2010 the BOCC made KCPHD aware that this is not consistent with Kittitas County policy, thus the proposed fee has been proposed to meet department cost recovery justification.
- School Health and Safety Inspection Fees were added based on school student population criteria. KCPHD followed a \$75/hour rate for school health and safety inspections billed after the time of service which was not consistent with Kittitas County policy. The proposed fees are as follows: schools with 0–200 students: \$150; schools with 201-500 students: \$250; schools with 501-1000 students: \$375; schools with students ≥ 1001: \$575. These fees are very similar to what the schools are currently being charged.
- An Environmental Health re-inspection fee of \$130 was added based on a cost recovery model. KCPHD followed a \$75/hour rate for re-inspection billed after the time of service which was not consistent with Kittitas County policy.
- The administrative appeal fee was increased from \$200 to \$500 to be consistent with Kittitas County’s administrative appeal fee and to cover the costs incurred associated with the appeal process.

INTERACTION: The Kittitas County Board of Health at its October 28, 2010 meeting and the Board of County Commissioners at the November 02, 2010 Agenda Session approved the request to set a joint Board of Health and Board of County Commissioners public hearing on November 18, 2010 to revise the Public Health Fee Schedule for 2011 fees.

RECOMMENDATION:

- 1) Approve Kittitas County Board of Health Resolution No. 2010-01 adopting the 2011 schedule for fees collected by Kittitas County Public Health Department; and
- 2) Approve Kittitas County Board of County Commissioners Resolution No. 2010-_____ adopting the 2011 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. 2010-01 Adopting the 2011 Schedule for Fees Collected by Kittitas County Public Health Department
- (3) Kittitas County Board of County Commissioners Resolution No. 2010-_____ Adopting the 2011 Schedule for Fees Collected by Kittitas County Public Health Department

(4) *(Exhibit A)* 2011 Fee Schedule Policy

LEAD STAFF: Linda Navarre and James Rivard, Interim Co- Administrators

EXHIBIT A
KITTITAS COUNTY PUBLIC HEALTH DEPARTMENT
FEE SCHEDULE POLICY — ~~2010~~2011

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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, (3) to provide guidelines for the determination of fees, and (4) to establish service cost calculation, billing policy, and refund policy. This policy covers all fees charged 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 permit the Health Department to recoup its direct and indirect costs. The health department will not operate on a for-profit basis but will seek not to operate at a loss.

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.

Costs for professional services provided by any Personal Health staff are \$41.00 per hour; costs for professional services provided by an Environmental Health staff are \$41.00 per hour; and costs for administrative support service provided by a staff member are \$35.00 per hour.

The department hourly rate is determined by the cost of professional staff + administrative staff = \$75.00 per hour.

~~Costs for professional services provided by any Personal Health staff are \$75.00 per hour; and costs for professional services provided by an Environmental Health staff are \$75.00 per hour.~~

The administrative cost for Community Health Services (clinic) is calculated by designating the amount of time spent on the service (i.e. one-quarter hour, one-half hour, etc.) and equating that percentage to the costs for professional service. For example, if the service takes 15 minutes (one-quarter hour), the cost for service will be \$18.75 (one-quarter of \$75.00).

Adult Community Health Services fees are determined using the most current Resource Based Relative Value Schedule (RBRVS), or by using the maximum allowable from Medical Assistance Administration (MAA). (The Complete RBRVS is a reference book on coding and reimbursement. It can be used for Medicare or private sector applications).

The Overseas Travel Consultation fees are based on a cost recovery model and include a full travel consultation fee of \$75 and a limited travel consultation fee of ~~\$40.00~~. The limited travel consultation fee will only be ~~available~~ charged for those receiving the consultation portion of the services from their primary care provider. Written confirmation of the client's overseas consultation by their primary care provider is required to qualify for the limited overseas ~~visit~~ visit. Fees for the purpose of Overseas Travel Consultation are *NOT* subject to the sliding fee scale.

Child and Adult Office Visit Fees are determined by using the maximum amount billable to Medicaid and applied to the sliding fee schedule based on family size and income level.

Child immunization appointments will be billed using the 99211 Minimal Office ~~Visit~~ Visit, the RBRVS injection fee of \$12.00 and then identifying the appropriate immunization code/fee.

Because KCPHD participates in Vaccines for Children Program, vaccine must be made available at no cost for children who meet VFC eligibility requirements. Children who do not meet the VFC eligibility status will be charged the full vaccine rate.

~~Because KCPHD participates in Vaccines for Children and Universal Distribution Vaccine Program, there is no charge for the vaccine, with the exception of the HPV vaccine, until May 1, 2010. After May 1, 2010 Washington State will no longer be a universal vaccine distributor. Vaccine at no cost will only be available for children who meet VFC eligibility requirements. Children who do not meet the VFC eligibility status will be charged the full vaccine rate.~~

For example: A child comes in for a DTaP, IPV and HIB. The charge will be:

99211 Minimal Office Visit	\$ 20.00
90700 DTaP (Injection fee)	\$ 12.00
90713 IPV (Injection fee)	\$ 12.00
90648 HIB (Injection fee)	\$ 12.00
TOTAL:	\$ 56.00

The total of \$56.00 will then be applied to the sliding fee scale based on income and family size. Office visits for children will be calculated using the sliding fee schedule *unless* the visit is for immunizations *not* included in the Vaccine for Children and/or Washington State Universal Distribution Program. No child under age 19 will be denied state supplied vaccine due to inability to pay.

Environmental Health inspection fees are calculated using cost recovery methodology. See example Group B Water System Review and Approval ~~OSS Gravity System Permit~~ calculation below.

Drinking Water Program Group B Water System Review and Approval Fee

<u>2009 Fee</u>	<u>Was Billed at Hourly Rate</u>	
<u>Cost Recovery</u>	<u>\$401.00</u>	
<u>Proposed Fee 2010</u>	<u>\$400.00</u>	
<u>Cost Recovery Justification</u>		
Administrative Staff	1.5 hour @ \$35.00/hour	\$52.50
Professional Staff –Drinking Water, Management, Health Officer	8.5 hours @ \$41.00/hour	\$348.50
<u>Total</u>	<u>\$401.00</u>	

EH Automatic Meter Reading System (AMRS) Equipment Fee

<u>Current Fee</u>	<u>NA</u>	
<u>Cost Recovery</u>	<u>\$174.30</u>	
<u>Proposed Fee 2010</u>	<u>\$175.00</u>	
<u>Cost Recovery Justification</u>		
Administrative Staff	1/4 hour @ \$35.00/hour	\$8.75
DataBar Annual fee	\$2000/year & \$.50/EMR	\$10.50
DataBar EMR Equipment	Each	\$135.00
Overhead		\$20.05
<u>EH AMRS Equipment Cost Recovery Total</u>	<u>\$174.30</u>	

Service Cost Recovery

Hourly rates will be established to cover services not specified by the fee schedule. Cost recovery from fees can vary by service but will be consistent with Kittitas County Board of Health’s philosophy of service cost recovery. The following factors will be considered in setting a service fee:

If a service primarily benefits an individual or business, the cost recovery rate will be greater (e.g. on-site sewage permit, food handler permit).

If a service primarily benefits the population by protecting them from health problems or hazards, the cost recovery rate will be lower (e.g. childhood immunizations, annual flu shots, on-site repair permit).

It should be taken into account that a high rate of cost recovery, for some services, may significantly and adversely influence practices and behaviors which put the public at risk of health problems (e.g. temporary food permit, HIV counseling/testing).

The Kittitas County Board of Health will have the primary responsibility for subsidizing services which have less than 100% cost recovery from fees, except when grant funding is specified to support a service.

Sliding Fee Recovery

The sliding fee scale is based on 200 percent of the federal poverty level and is adjusted for family size. The scale is divided into four (4) 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.

Fee Collection Practices

Fees for services at the Public Health Department will be collected at time of service. Payment will be either cash or personal check for most services except those for Vital Records and Food Worker Cards (see below). Money orders and personal checks 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 Kittitas County Public Health Department for collection. The Kittitas County Public Health Department does not refund fees collected for services rendered. Under extraordinary circumstances, requests for refunds for services rendered are referred to the Kittitas County Board of Health for a decision.

Fees for Vital Records and Food Worker Cards: Kittitas County Public Health Department accepts cash, money orders, or cashier checks for payment for Vital Records and Food Worker Cards and will not accept personal checks or credit/debit cards with the exception of business checks from organizations that have established a working relationship with the Public Health Department.

For influenza and pneumonia vaccination, Kittitas County Public Health Department accepts Medicare assignment. Kittitas County Public Health Department bills Medicare directly for the vaccinations rather than charging the clients the fee.

No fee schedule 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.

Individuals having a demonstrated inability to pay will not be refused specific services, such as TB and child immunizations where vaccine is provided by the state.

Late Fees

If an Environmental Health annual operating permit (food, camp, park, pool, solid waste) is not renewed within 7 days after its expiration date, a late fee of 20% of the annual fee shall be assessed. If the annual operating permit is not renewed prior to 21 days after its expiration date, a late fee of 40% of the annual fee shall be assessed. Operations will be suspended if the annual operating permit renewal is delinquent beyond 35 days.

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A concessionaire for a temporary food event must submit proper paperwork 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.

Applicability

1. 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 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) for certified copies of records and for copies or information provided for research, statistical, or administrative purposes, and eight dollars (\$8) 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 clearinghouse system, or other electronic communication. Payment by these electronic methods may be subject to an additional fee consistent with the requirements established by RCW 36.29.190. All such fees collected, except for seven dollars (\$7) of each fee collected for the issuance of birth certificates and first copies of death certificates and fourteen dollars (\$14) of each fee collected for additional copies of the same death certificate ordered at the same time as the first copy, shall be paid to the jurisdictional health department.

All local registrars in cities and counties shall keep a true and correct account of all fees received under this section for the issuance of certified copies and shall turn seven dollars (\$7) of the fees collected for birth certificates and first copies of death certificates and fourteen dollars (\$14) of the fee collected for additional copies of death certificates over to the state treasurer on or before the first day of January, April, July, and October. All but five dollars (\$5) of the fees turned over to the state treasurer by local registrars shall be paid to DOH for the purpose of developing and maintaining the state vital records systems, including a web-based electronic death registration system.

Eight dollars (\$8) of each fee imposed for the issuance of certified copies, except for copies suitable for display issued under RCW 70.58.085, at both the state and local levels shall be held by the state treasurer in the death investigations' account established by RCW 43.79.445. [End of RCW 70.58.107]

The Kittitas County Public Health Department charges an additional ten dollars (\$10) for same day service.

2. Community Health Services

The base price for the all vaccine shall be the actual cost (charged by the pharmaceutical source or incurred by Kittitas County Public Health Department) for the entire series plus an office fee

per vaccination for each office visit. The current cost for most vaccine is provided in the fee schedule in Attachment 2 but is subject to change based on the market rate.

Clients will be billed for the complete series of Japanese Encephalitis and Rabies vaccines/IG at the time of the first vaccination due to the infrequency of use and the high cost. Yellow fever, Immune Globulin, and Rabies vaccinations require a minimum limited office visit charge of \$40.00 due to a required 30 minute post vaccination observation period.

Adult vaccines/non-state supplied vaccine available at KCPHD:

- Hepatitis A
- Hepatitis B Vaccine
- Twinrix (Hep A & B)
- Inactivated Polio
- Tetanus Diphtheria
- Tdap (Tetanus, Diphtheria, Pertussis)
- HPV (Human Papilloma Virus)
- Measles, Mumps, Rubella
- Influenza
- Immune Globulin*
- Injectable or Oral Typhoid
- Japanese Encephalitis
- Meningococcal
- Pneumococcal
- Rabies Immune Globulin
- Rabies Vaccine
- Pre- or Post – Exposure Varicella
- Yellow Fever

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*The Kittitas County Public Health Department reserves the right to bill Immune Globulin (IG) on a sliding fee scale if it is determined by the Health Officer that there is risk for communicability of a disease and the client has insufficient funds.

Child vaccines NOT billed on the sliding fee scale:

- Immune Globulin
- Injectable or Oral Typhoid
- Japanese Encephalitis
- Meningococcal
- Rabies Immune Globulin
- Rabies Vaccine, Pre- or Post- exposure
- Yellow Fever

Pediatric Influenza vaccine is received from the State of Washington Vaccine for Children Program and is administered following the Washington State Guidelines.

TB office visit fees are determined using the maximum Medicaid reimbursable rate for CPT Codes 99211, Initial Office Visit \$20 and 99211, TB Follow up two-step office call \$35.00.

1. CXR fee, CPT Code 71010, is determined based on the KCPHD's current fee for x-ray services at contract with Kittitas Valley Community Hospital. ~~Hospital for x-ray services.~~ The current ~~fee~~ Current contract is \$35.00 for one adult view x-ray; ~~\$70.~~ \$75.00 for a two-view of children.
2. Skin Test (PPD Tuberculin Skin test) fee, CPT Code 86580, is determined using the RBRVS scale of \$6.00 per test. For those clients requiring two-step testing, the second PPD tuberculin skin test fee will be administered at the cost of \$6.00.
3. Skin Tests given to *contacts of active tuberculosis cases* will be offered the PPD Tuberculin skin test at the reduced rate of \$6.00 with no office visit.
4. Quantiferon Gold serology testing, CPT code 795.5, will be offered through ~~PAML all laboratories laboratory~~ at the actual cost charged by the PAML laboratory. ~~KCPHD will use the laboratory that charges the lowest rate unless there are time constraints requiring an expedient testing protocol.~~ An initial office visit charge of ~~\$25.~~ \$19.00 will apply for the blood draw procedure fee, CPT Code 36415.
5. Isoniazid (INH) and Pyridoxine Tablets fee is determined by taking the actual cost of the medication, adding the administration fee, and rounding to the nearest dollar. Current charge is \$21.00.
6. The TB office visit and TB medications (INH) may be billed on a sliding fee scale and/or waived at the Health Officer and Administrator's discretion based on risk and need. TB home visit initial fee for a newly established client will be billed at a visit rate of \$45.00. Additional charges for blood draw procedures may apply. Subsequent home visits for DOT (Direct Observation Therapy) will be billed at the established client rate of \$35.00.
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Blood Draw. The RBRVS scale will be used to determine the Blood Draw fee, CPT code 36415:

1. 36415 Blood Draw ~~\$25.~~ \$19.00

HIV Testing and Counseling fee is determined by using the RBRVS CPT code for Office Visit 99211 and the Blood Draw fee, CPT Code 36415:

99211 Office Visit	\$56.00
<u>36415 Blood Draw</u>	<u>\$25.</u> \$19.00
Total	\$81. <u>\$75.00</u> (including rounding up)

The final fee for HIV Testing and Counseling will be determined using the sliding fee scale.

Serology fees are based on a Blood Draw fee, the actual cost of the serology test which is done at the Seattle-King County Public Health Lab and a \$3.50 shipping charge. A fee of \$3.50 for shipping will be charged for all communicable disease samples that are sent to the Washington State Department of Health Laboratory. See example of a serology fee calculation below. Time constraints requiring rapid results from serologic testing will be processed at Kittitas Valley Community Hospital (KVCH). Clients will be billed actual cost charged by KVCH including a blood draw charge from KCPHD.

SEROLOGY TESTING - 2010	Sea-King Public Health Lab Charge	Blood Draw	Shipping	Total Cost	Fee
Hepatitis A antibody, IgM	\$25.00	\$25 19.00	\$3.50	\$47.25 58.00	\$47.00 58.50
Hepatitis A antibody, Total	\$18.00	\$25 19.00	\$3.50	\$40.50 46.00	\$46.50 41.00

SEE ATTACHMENT 2 FOR 2011~~0~~ FEE SCHEDULE FOR COMMUNITY HEALTH SERVICES.

3. Health Promotion

Blood Borne Pathogen classes and HIV classes are based on a \$75.00 an hour professional services fee. Actual hours are broken down as follows:

Class Hours	Actual Staff Time	2010 Cost
2 hour HIV Course	3 hours	\$225.00

This fee provides Basic HIV education and Blood Borne Pathogen classes to businesses, community members, and schools. The HIV prevention program is contracted and funded to provide targeted interventions to specific high-risk populations. Targeted interventions are not assessed a fee for service.

KCPHD childcareThe Healthy Child Care Washington program provides onsite nurse consultation services monthly to child care centers with four or more infants. Per contractual agreement, a fee of \$75.00 is charged to childcare centers to provide one hour of service per month. Centers will be charged an additional \$75.00 per hour for requested services that cannot be accomplished during the allotted one hour. Childcare centers are charged a \$50.00/hour fee for service.

Comment [A1]: Is this still correct?

KCPHD childcare program provides nurse consultations services monthly to child care centers with four or more infants. Per contractual agreement, a fee of \$75.00 is charged to childcare centers to provide one hour of service per month. Centers will be charge an additional \$75.00 per hour for requested services that cannot be accomplished during the allotted one hour.

SEE ATTACHMENT 3 FOR 2010-2011 FEE SCHEDULE FOR HEALTH PROMOTION SERVICES.

4. Environmental Health

The 2010-2011 fee schedule reflects a cost recovery structure per calculations explained above. Other fee-related policies:

SOLID WASTE

The Coordinated Prevention Grant (CPG) supplies 75% match for SW enforcement activities. The ~~2010-2011~~ Solid waste fees assessed by KCPHD covers the remaining 25%. Should CPG funding cease, an agreed upon fee will be set and collected by Solid Waste Programs to provide adequate enforcement activities by Public Health.

LATE FEES

~~If an annual operating permit (food, camp, park, pool, solid waste) is not renewed within 7 days after its expiration date, a late fee of 20% of the annual fee shall be assessed. If the annual operating permit is not renewed prior to 21 days after its expiration date, a late fee of 40% of the annual fee shall 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 proper paperwork at least two weeks prior to the first day of the event or a fee double the amount will be imposed.~~

Late Fees

If an Environmental Health annual operating permit (food, camp, park, pool, solid waste) is not renewed within 7 days after its expiration date, a late fee of 20% of the annual fee shall be assessed. If the annual operating permit is not renewed prior to 21 days after its expiration date, a late fee of 40% of the annual fee shall be assessed. Operations will be suspended if the annual operating permit renewal is delinquent beyond 35 days.

Comment [j2]: Nothing new, just that the Late Fees were deleted by mistake as shown above.

A concessionaire for a temporary food event must submit proper paperwork 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.

REFUNDS

The Board of Health set the policy of no refunds. However, the administrator of the department may use their discretion when they warrant that a refund should be given.

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THE COMPLETE FEE SCHEDULE CAN BE VIEWED AS ATTACHMENT 4.

5. This policy applies to all individuals who are concerned with establishing fees for services administered by the Kittitas County Public Health Department staff.

6. This revised ~~2010-2011~~ policy is effective January 1, ~~2010-2011~~ and is subject to review with the 2011 annual budget review, or as deemed appropriate prior to that time.

Commissioner ~~Alan Crankovich~~ Mark McClain, Chair
Board of Health

Date

Catherine Bambrick
Interim Co-Public Health Administrator

Date

Attachment 1 – 2010 Sliding Fee Scale

2009-2010 – 2010-2011 Sliding Fee Schedule						
Family Size		0%	25%	50%	75%	100%
1	Annual	\$13831 and below	\$13832 – \$15599	\$15600 – \$18199	\$18200 – \$20799	\$20800 and above
	Monthly	\$1152 and below	\$1153 – \$1299	\$1300 – \$1516	\$1517 – \$1732	\$1733 and above
2	Annual	\$18619 and below	\$18620 – \$20999	\$21000 – \$24499	\$24500 – \$27999	\$28000 and above
	Monthly	\$1551 and below	\$1552 – \$1749	\$1750 – \$2041	\$2042 – \$2332	\$2333 and above
3	Annual	\$23407 and below	\$23408 – \$26399	\$26400 – \$30799	\$30800 – \$35199	\$35200 and above
	Monthly	\$1950 and below	\$1951 – \$2199	\$2200 – \$2566	\$2567 – \$2932	\$2933 and above
4	Annual	\$28195 and below	\$28196 – \$31799	\$31800 – \$37099	\$37100 – \$42399	\$42400 and above
	Monthly	\$2349 and below	\$2350 – \$2649	\$2650 – \$3091	\$3092 – \$3532	\$3533 and above
5	Annual	\$32983 and below	\$32984 – \$37199	\$37200 – \$43399	\$43400 – \$49599	\$49600 and above
	Monthly	\$2748 and below	\$2749 – \$3099	\$3100 – \$3616	\$3617 – \$4132	\$4133 and above
6	Annual	\$37771 and below	\$37772 – \$42599	\$42600 – \$49699	\$49700 – \$56799	\$56800 and above
	Monthly	\$3147 and below	\$3148 – \$3549	\$3550 – \$4141	\$4142 – \$4732	\$4733 and above
7	Annual	\$42559 and below	\$42560 – \$47999	\$48000 – \$55999	\$56000 – \$63999	\$64000 and above
	Monthly	\$3546 and below	\$3547 – \$3999	\$4000 – \$4666	\$4667 – \$5332	\$5333 and above
8	Annual	\$47347 and below	\$47348 – \$53399	\$53400 – \$62299	\$62300 – \$71199	\$71200 and above
	Monthly	\$3945 and below	\$3946 – \$4449	\$4450 – \$5191	\$5192 – \$5932	\$5933 and above

Attachment 2 – ~~2010~~ 2011 Community Health Services/Clinic Fees

Office Services Fees - 2010 2011			
		Child	Adult & Child
99211	Brief		\$20.00
99211	Limited		\$40.00
99211	Full Travel Consultation		75.00
99211	Limited Travel Consultation*		\$40.00
	Overseas Travel Consultation – Group Education Session (2 hour presentation; minimum 4 people for a group session) **Plus \$4.00/person for education materials		\$280 300.00 \$4/person
36415	Blood Draw		\$25 19.00
99211	HIV Testing and Counseling		56.00
(determined by sliding fee)			
*requires referral and documentation of a complete travel consultation from primary care provider			

TB FEES - 2010-2011		
99211	TB Initial Exam (for positive tests)	\$55.00
99211	TB Follow Up Office Call	\$30.00
71010	CXR PA – adult 1 view	\$35 35.00
	Pediatric – 2 view	\$70 5.00
86580	Skin Test	\$6.00
86580	Two-step	\$6.00
86580	Skin Test Contact	\$6.00
	INH Tablets & Pyridoxine	\$21.00
795.5	Quantiferon Gold serology testing	Variable
90472	Injection - 2 or more	\$6.00
99341	Home visit – New	\$45.00
99347	Home visit – Established	\$35.00

PRIVATE PURCHASE VACCINES - 20102011		
90632	Hepatitis A 1 2	\$530.00
90746	Hepatitis B 1 2 3	\$6255.00
90744	Hepatitis B 19-20 yrs 1 2 3	\$410.00
99203	Immune Globulin	\$55.00
90658	Influenza (42.01 actual cost now) Not competitive	\$30.00
90691	Injectable Typhoid °	\$760.00
90713	IPV	\$55.45.00
90733	Meningococcal Menactra Menomune	\$134.10.00
90707	MMR	\$ 7665.00

PRIVATE PURCHASE VACCINES - 20102011		
90690	Oral Typhoid °	\$6550.00
90732	Pneumonia	\$675.00
90718	Td	\$5040.00
90715	Tdap	\$635.00
90649	*HPV 1, 2, or 3	\$16050.00/shot
90636	TwinRix 1 2 3	\$825.00
90716	Varicella	\$11190.00
90717	Yellow Fever °	\$13190.00
90735	*Japanese Encephalitis ^{0 1 2 3}	Variable
90675	*Rabies IM 1 2 3	Variable
90675	*Rabies IG 1 2 3	Variable
*Client pays for entire series up front		
° = Over seas		

LICE SUPPLIES - 20102011		
CPT Code		Fee
99211	Head Check	\$ 35.00
	Lice Comb	\$ 8.00

SEROLOGY TESTING - 20102011	Fee
Hepatitis A antibody, IgM	\$53 47.00
Hepatitis A antibody, Total	\$463 6.00
Hepatitis B surface antigen	\$44.00 34.00
Hepatitis B surface antibody	\$44.00 34.00
Hepatitis C antibody (anti-HCV)	\$48.00 38.00
Measles antibody, IgG	\$48.00 37.00
Mumps antibody IgG	\$48.00 37.00
Rubella antibody IgG	\$48.00 37.00
Varicella-zoster virus antibody	\$48.00 37.00

ORAL HEALTH SERVICES		
Code	Description	Fee
D1203	Fluoride Varnish Application	\$15.00
D1330	Oral Health Education	\$15.00

Attachment 3 – 2010 Health Promotion Fee Schedule

HIV Training and Blood Borne Pathogen Classes	
Individual Fees	
2 hour BBP, HIV Training Course	\$25.00 per person
4 hour BBP, HIV Training Course (individual attends 2 hour training in addition to viewing videos)*	\$30.00 per person
BBP Training Certificate Replacement Fee	\$10.00 per certificate
Group Fees (for worksite training of groups 10 or larger)	
2 hour BBP, HIV Training Course	\$225.00
1-5 hour BBP, HIV Refresher Course	\$115.00
Group Fees based on \$75/hour cost for professional instruction.	
School Fees	
KNOW Curriculum Presentations in Schools (HIV Training Curriculum for grades 5-12)	\$75 per hour of instruction 1 class period will count as one hour.
* Certificates for the 4-hour training are obtained through attending the 2 hour class and viewing of additional videos. These types of certificates are assessed an additional \$5, for a total of a \$30 fee. The additional fee is for staff time in coordinating the viewing of videos and additional meeting time.	

Child Care Nurse Consultations - 20102011	
Contacted m Monthly fee for child care nurse consultation	\$75.50.00
Hourly fee for childcare nurse consultation	\$75.00

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Attachment 4 – 2010 Environmental Health Fees

Kittitas County Public Health Department 2010-2011 Environmental Health Fees			
ACTIVITY	TERM	2009-2010 Fees	2010-2011 Fees
WATER			
Certificate of Potable Water Storage/Cistern Use New Permit	Each (expires w/in 1 year)	N/A	\$350.00
Potable Water Hauler License	Annual	N/A	\$175.00
Time of Sale Potable Water Storage/Cistern System Inspection	Each	N/A	\$295.00
Annual Potable Water Storage/Cistern Water Test Results Review	Annual	N/A	\$25.00
Group B workbook	Each	\$8.00	\$8.00
Water & Sewage Evaluation	Each	\$160.00	\$160.00
Re-evaluations	Each	\$100.00	\$100.00
Water OR Sewage Evaluation	Each	\$140.00	\$140.00
Water Sampled collected by EH staff	Each	\$95.00	\$95.00
Well Site Review	Each	\$50.00	\$50.00
Well Site Inspection	Each	\$200.00	\$200.00
Group B Water System Application Review and Approval	Each	\$400.00	\$400.00
Group B Water System Expansion (3-9 connections)	Each	\$260.00	\$260.00
Electronic Meter Read (EMR) Equipment	Each	175.00	\$175.00
SOLID WASTE			
Landfill	Annual	\$500.00	\$500.00
Transfer Station	Annual	\$1,462.00	\$1,462.00
Composting Site	Annual	\$500.00	\$500.00
Recycling Center	Annual	\$125.00	\$125.00
Biosolids Utilization	Annual	\$500.00	\$500.00
Demolition/Inert	Annual	\$500.00	\$500.00
Wood waste	Annual	\$500.00	\$500.00
Closed Landfill	Annual	\$500.00	\$500.00
Limited Purpose Landfill	Annual	\$1,462.00	\$1,462.00
Moderate Risk Waste Facility	Annual	\$1,462.00	\$1,462.00
Other			
Piles	Annual	\$500.00	\$500.00

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**Kittitas County Public Health Department
2010-2011 Environmental Health Fees**

ACTIVITY	TERM	2009-2010 Fees	2010-2011 Fees
Impoundment	Annual	\$500.00	\$500.00
Tire Storage	Annual	\$500.00	\$500.00
PCS	Annual	\$500.00	\$500.00
New Application Review	Each	\$200.00	\$500.00
Renewal Application Review	Each	\$100.00	\$100.00
activities exceeding 4 hours of review	Hour	\$ 75.00	\$75.00
<i>*Operating fees see Note #1</i>			
Meth Lab Investigation	Each	\$400.00	\$400.00
activities exceeding 4 hours	Hour	\$75.00	\$75.00
ON-SITE SEWAGE			
Septic Tank Pumper License	Annual	\$150.00	\$150.00
On-Site Sewage System Installer License	Annual	\$115.00	\$115.00
On Site Sewage Installer Study Packet	Each	\$25.00	\$25.00
On-Site Sewage System Installer Exam	Each	\$120.00	\$120.00
On-Site Sewage System Site Evaluation	Each	\$350.00	\$350.00
On-Site Sewage System Renewal Permit	Each (expires w/in 1 year)Each	\$90.00	\$90.00 \$165.00
On-Site Sewage Redesign Submittal	Each (expires w/in 1 year)Each	\$100.00	\$100.00
Gravity System			
OSS System New/Repair Permit	Each (expires w/in 1 year)Each	\$295.00	\$295.00
OSS System Homeowner Design	Each (expires w/in 1 year)Each	\$165.00	\$165.00
does not include site evaluation or permit			
Pressure System			
OSS System New/Repair Permit	Each (expires w/in 1 year)Each	\$335.00	\$335.00
Alternative System			
OSS System New/Repair Permit	Each (expires w/in 1 year)Each	\$465.00	\$465.00
Community System			
OSS System New/Repair Permit	Each (expires w/in 1 year)Each	\$550.00	\$550.00
Commercial System			
OSS System New/Repair Permit	Each (expires w/in 1 year)Each	\$550.00	\$550.00

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**Kittitas County Public Health Department
2010-2011 Environmental Health Fees**

ACTIVITY	TERM	2009-2010 Fees	2010-2011 Fees
Dry Cabin			
Privy/Compost Toilet Permit	Each (expires w/in 1 year)Each	\$120.00	\$120.00 \$240.00
Other Fees			
Experimental Sewage System	Each (expires w/in 1 year)Each	\$240.00	\$240.00
Incineration Toilet- Permit	Each (expires w/in 1 year)Each	\$180.00	\$240.00 \$180.00
Septic Tank Replacement	Each (expires w/in 1 year)Each	\$150.00	\$150.00
Temporary Holding Tank	Each (expires w/in 1 year)Each	\$295.00	\$295.00
OSS Design Archiving Fee (archiving fee waived if design submitted in an electronic pdf format)	Each	\$15.00	\$15.00
OSS Permit copy/Realtor request	Each	\$5.00	\$5.00
Plat			
Long Plat Fee	Each	\$625.00	\$625.00
activities exceeding 12.5 hours	Hour	\$75.00	\$75.00
Short Plat Fee	Each	\$380.00	\$380.00
Boundary Line Adjustment Review (1 hour)	Each	NA	\$125.00 \$75.00
Hydrogeological Report Review – Short Plat	Each	\$630.00	\$630.00
Hydrogeological Report Review – Long Plat	Each	\$1150.00	\$1150.00
Activities exceeding 4 hours	Hour	\$75.00	\$75.00
EH BUILDING PERMIT FEES			
Water Availability Approval/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 for individual wells and Group B Water Systems) – Lower Kittitas County	Each	\$200.00	\$200.00
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) – Upper Kittitas County	Each	NA	\$300.00
Conditional Use Permit Review	Each	N/A	\$160.00
Commercial Project Permit Review	Each	N/A	\$160.00

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Comment [c3]: James – remove this if you don't add upper Kittitas County fee

Comment [c5]: James may add this

Comment [j4]: At this time I think the \$200.00 is adequate.

**Kittitas County Public Health Department
2010-2011 Environmental Health Fees**

ACTIVITY	TERM	2009-2010 Fees	2010-2011 Fees
FOOD			
Restaurant/Club/Tavern/Winery and Brewery			
Low Risk			
0-25 Seats	Annual	\$185.00	\$185.00
26-100 Seats	Annual	\$220.00	\$220.00
101 Seats or more	Annual	\$250.00	\$250.00
Restaurant/Club/Tavern/Winery and Brewery			
High Risk			
0-25 Seats	Annual	\$370.00	\$370.00
26-100 Seats	Annual	\$420.00	\$420.00
101 Seats or more	Annual	\$480.00	\$480.00
Grocery Store			
<5,000 Sq. Ft.	Annual	\$170.00	\$170.00
W With De Meat Cutting & Food Prep.	Annual	\$400.00	\$400.00
> 5,000 Sq. Ft.*	Annual	\$190.00	\$190.00
W with Meat Cutting De Meat Cutting & Food Prep.	Annual	\$430.00	\$430.00
*Separate permit fee will be assessed for specialty areas of grocery stores >5000 square feet including espresso, catering and bakery.			
Other			
Meat/Seafood Market or Store	Annual	\$340.00	\$340.00
Approved Public Commissary Kitchen	Annual	N/A	\$100.00
Bakery	Annual	\$340.00	\$340.00
Espresso – Low Risk	Annual	\$170.00	\$170.00
Espresso – High Risk	Annual	\$310.00	\$310.00
Confections	Annual	\$170.00	\$170.00
Catering - Low Risk	Annual	\$170.00	\$170.00
Catering - High Risk	Annual	\$310.00	\$310.00
Itinerant Food Sales (mobile food unit) – Low Risk	Annual	\$185.00	\$185.00
Itinerant Food Sales (mobile food unit) – High Risk	Annual	\$340.00	\$340.00
Temporary Food Service (single event)	Per day	\$50.00	\$50.00
	Each addtnl day	\$10.00	\$10.00

**Kittitas County Public Health Department
2010-2011 Environmental Health Fees**

ACTIVITY	TERM	2009-2010 Fees	2010-2011 Fees
Transient Accommodations (bed and breakfasts, hotels, motels, condominiums, resorts – Low Risk)	Annual	\$170.00	\$170.00
Transient Accommodations (bed and breakfasts, hotels, motels, condominiums, resorts – High Risk)	Annual	\$310.00	\$310.00
Farmer's Market	Annual	\$120.00	\$120.00
Re-inspection Fee	Hour	\$75.00	\$75.00
New Food Service Application (Plan Review & Preopening Inspection)	Hour	\$300.00	\$300.00
Food & Beverage Worker	Each	\$10.00	\$10.00
F&B Permit Replacement	Each	\$12.00	\$12.00
Food Regulations	Each	\$2.00	\$2.00
K-12 School Kitchen Inspection	Each	\$75/Hour	\$130.00
LIVING ENVIRONMENT			
Camp			
Camp	Annual	\$335.00	\$335.00
for those activities exceeding 4.5 hours	Hour	\$75.00	\$75.00
Camps & Parks	Annual	\$250.00	\$250.00
School Health & Safety Inspections			
School - Primary and Secondary	Hour	\$75.00	\$75.00
0-200 Students	Each	\$75/hour	\$150.00
201-500 Students	Each	\$75/hour	\$250.00
501-1000 Students	Each	\$75/hour	\$375.00
≥ 1001 Students	Each	\$75/hour	\$570.00
Public Pool & Spa			
Pool, Spa, Wading or Spray Pool: Open 0-6 Months	Annual	\$200.00	\$200.00
Pool, Spa, Wading or Spray Pool: Open 7-12 Months	Annual	\$300.00	\$300.00
GENERAL			
Environmental Health Re-inspection Fee	Each	\$75/hour	\$1350.00
Public Health Services Rate	Hour	\$75.00	\$75.00
Administrative Appeal	Each	\$200.00	\$200.00
Variance/Waiver	Each	\$295.00	\$295.00
SEPA	Each	\$485.00	\$485.00

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Kittitas County Public Health Department
2010-2011 Environmental Health Fees

ACTIVITY	TERM	<u>2009-2010</u> Fees	<u>2010-2011</u> Fees
Activities exceeding 4 hours	Hour	\$75.00	\$75.00



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: Linda Navarre & James Rivard, Interim Co-Administrators
Subject: 2011 Public Health Fee Schedule, Cost Recovery Calculations
Date: November 18, 2010

The following analysis is provided for your review. The proposed rate is based on a cost recovery model using the time estimations shown.

Overseas Travel Group Education Session Fee: Minimum of 4 Participants

Current Fee	NA
Cost Recovery	*\$278.00
Proposed Fee 2011	*\$280.00

Cost Recovery Justification

Administrative Staff	1.5 hour @ 35.00/hour	\$52.50
Professional Staff – CD Nurse, Management, Health Officer	5.5 hours @ \$41.00/hour	\$225.50

Overseas Travel Group Education Session Cost Recovery Total \$278.00

***Plus a \$4.00/participant materials fee**

Childcare Nurse Consultation Fee:

Current Fee	\$50.00
Cost Recovery	\$75.00
Proposed Fee 2011	\$75.00/hour (will be billed to grant)

Cost Recovery Justification

Administrative Staff	*\$35.00/hour
Professional Staff-Childcare Nurse Consultant, PHN	*\$41.00/hour

***Childcare Nurse Consulting fee will be based on the actual number of hours**

EH Certificate of Potable Water Storage/Cistern Use New Permit

Current Fee	\$NA
Cost Recovery	\$351.25
Proposed Fee 2011	\$350.00

Cost Recovery Justification

Administrative Staff	1.25 hours @ 35.00/hour	\$43.75
Professional Staff – EH Specialist II, Management, Health Officer	7.5 hours @ \$41.00/hour	\$307.50

EH Certificate of Potable Water Storage/Cistern Use New Permit Cost Recovery Total	\$351.25
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EH Potable Water Hauler License

Current Fee	\$NA
Cost Recovery	\$176.81
Proposed Fee 2011	\$175.00

Cost Recovery Justification

Administrative Staff	1.5 hours @ 35.00/hour	\$52.50
Professional Staff – EH Specialist II, Management, Health Officer	2.9 hours @ \$41.00/hour	\$119.31

EH Potable Water Hauler License Cost Recovery Total	\$176.81
------------------------------------------------------------	-----------------

EH Time of Sale Potable Water Storage/Cistern System Inspection

Current Fee	\$NA
Cost Recovery	\$351.80
Proposed Fee 2011	\$295.00

Cost Recovery Justification

Administrative Staff	1.5 hours @ 35.00/hour	\$52.50
Professional Staff – EH Specialist II, Management, Health Officer	7.3 hours @ \$41.00/hour	\$299.30

EH Time of Sale Potable Water Storage/Cistern System Inspection Cost	\$351.80
-----------------------------------------------------------------------------	-----------------

EH Annual Potable Water Storage/Cistern Water Test Results Review

Current Fee \$NA
Cost Recovery \$25.15
Proposed Fee 2011 \$25.00

Cost Recovery Justification

Administrative Staff	0.25 hours @ 35.00/hour	\$8.75
Professional Staff – EH Specialist II, Management, Health Officer	0.4 hours @ \$41.00/hour	\$16.40

EH Annual Potable Water Storage/Cistern Water Test Results Review \$25.15
Cost Recovery Total

EH On-site Sewage System Renewal Permit

Current Fee \$90.00
Cost Recovery \$167.30
Proposed Fee 2011 \$165.00

Cost Recovery Justification

Administrative Staff	1.5 hours @ 35.00/hour	\$52.50
Professional Staff – EH Specialist II, Management, Health Officer	2.8 hours @ \$41.00/hour	\$114.80

EH On-site Sewage System Renewal Permit Cost Recovery Total \$167.30

EH OSS Privy/Compost Toilet Permit

Current Fee \$120.00
Cost Recovery \$294.40
Proposed Fee 2011 \$240.00

Cost Recovery Justification

Administrative Staff	1.5 hours @ 35.00/hour	\$52.50
Professional Staff – EH Specialist II, Management, Health Officer	5.9 hours @ \$41.00/hour	\$241.90

EH OSS Privy/Compost Toilet Permit Cost Recovery Total \$294.40

EH OSS Incineration Toilet Permit

Current Fee	\$120.00
Cost Recovery	\$294.40
Proposed Fee 2011	\$240.00

Cost Recovery Justification

Administrative Staff	1.5 hours @ 35.00/hour	\$52.50
Professional Staff – EH Specialist II, Management, Health Officer	5.9 hours @ \$41.00/hour	\$241.90

EH OSS Incineration Toilet Permit Cost Recovery Total	\$294.40
--------------------------------------------------------------	-----------------

EH Boundary Line Adjustment Review

Current Fee	\$NA
Cost Recovery	\$126.30
Proposed Fee 2011	\$125.00

Cost Recovery Justification

Administrative Staff	1.5 hours @ 35.00/hour	\$52.50
Professional Staff – EH Specialist II, Management, Health Officer	1.8 hours @ \$41.00/hour	\$73.80

EH Boundary Line Adjustment Review Cost Recovery Total	\$126.30
---------------------------------------------------------------	-----------------

EH Conditional Use Permit Review

Current Fee	\$NA
Cost Recovery	\$161.82
Proposed Fee 2011	\$160.00

Cost Recovery Justification

Administrative Staff	0.5 hours @ 35.00/hour	\$17.50
Professional Staff – EH Specialist II, Management, Health Officer	3.5 hours @ \$41.00/hour	\$144.32

EH Conditional Use Permit Review Cost Recovery Total	\$161.82
-------------------------------------------------------------	-----------------

EH Commercial Project Permit Review

Current Fee	\$NA
Cost Recovery	\$161.82
Proposed Fee 2011	\$160.00

Cost Recovery Justification

Administrative Staff	0.5 hours @ 35.00/hour	\$17.50
Professional Staff – EH Specialist II, Management, Health Officer	3.5 hours @ \$41.00/hour	\$144.32

EH Conditional Use Permit Review Cost Recovery Total **\$161.82**

EH Approved Public Commissary Kitchen Permit Fee

Current Fee	\$NA
Cost Recovery	\$146.80
Proposed Fee 2011	\$100.00

Cost Recovery Justification

Administrative Staff	1.5 hours @ 35.00/hour	\$52.50
Professional Staff – EH Specialist II, Management, Health Officer	2.3 hours @ \$41.00/hour	\$94.30

EH Approved Public Commissary Kitchen Cost Recovery Total **\$146.80**

EH K-12 School Kitchen Inspection Fee

Current Fee	\$75.00/hour
Cost Recovery	\$134.60
Proposed Fee 2011	\$130.00

Cost Recovery Justification

Administrative Staff	0.8 hours @ 35.00/hour	\$28.00
Professional Staff – EH Specialist II, Management, Health Officer	2.6 hours @ \$41.00/hour	\$106.60

EH K-12 School Kitchen Inspection Cost Recovery Total **\$134.60**

EH School Health and Safety Inspection Fee: 0-200 Students

Current Fee	\$75.00/hour
Cost Recovery	\$190.25
Proposed Fee 2011	\$175.00

Cost Recovery Justification

Administrative Staff	0.75 hours @ 35.00/hour	\$26.25
Professional Staff – EH Specialist II, Management, Health Officer	4.0 hours @ \$41.00/hour	\$164.00

EH School Health & Safety 0-200 Students Cost Recovery Total **\$190.25**

EH School Health and Safety Inspection Fee: 201-500 Students

Current Fee	\$75.00/hour
Cost Recovery	\$251.75
Proposed Fee 2011	\$250.00

Cost Recovery Justification

Administrative Staff	0.75 hours @ 35.00/hour	\$26.25
Professional Staff – EH Specialist II, Management, Health Officer	5.5 hours @ \$41.00/hour	\$225.50

EH School Health & Safety 201-500 Students Cost Recovery Total **\$251.75**

EH School Health and Safety Inspection Fee: 501-1000 Students

Current Fee	\$75.00/hour
Cost Recovery	\$374.75
Proposed Fee 2011	\$375.00

Cost Recovery Justification

Administrative Staff	0.75 hours @ 35.00/hour	\$26.25
Professional Staff – EH Specialist II, Management, Health Officer	8.5 hours @ \$41.00/hour	\$348.50

EH School Health & Safety 501-1000 Students Cost Recovery Total **\$374.75**

EH School Health and Safety Inspection Fee: ≥ 1001 Students

Current Fee	\$75.00/hour
Cost Recovery	\$571.55
Proposed Fee 2011	\$570.00

Cost Recovery Justification

Administrative Staff	0.75 hours @ 35.00/hour	\$26.25
Professional Staff – EH Specialist II, Management, Health Officer	13.3 hours @ \$41.00/hour	\$545.30

EH School Health & Safety ≥ 1001 Students Cost Recovery Total **\$571.55**

EH Re-inspection Fee

Current Fee	\$75.00/hour
Cost Recovery	\$134.60
Proposed Fee 2011	\$130.00

Cost Recovery Justification

Administrative Staff	0.8 hour @ 35.00/hour	\$28.00
Professional Staff – EH Specialist II, Management, Health Officer	2.6 hours @ \$41.00/hour	\$106.60

EH Re-inspection Fee Cost Recovery Total **134.60**

PH Appeal Fee

Current Fee	\$200.00
Cost Recovery	\$723.20
Proposed Fee 2011	\$500.00

Cost Recovery Justification

Administrative Staff	1.5 hours @ 35.00/hour	\$52.50
Professional Staff – EH Specialist II, CD RN, Management, Health Officer	12.7 hours @ \$41.00/hour	\$520.70
Incidentals	Legal Notice	\$150.00

Appeal Cost Recovery Total **\$723.20**

