



Rick Scott
Governor

INTEROFFICE MEMORANDUM

**INFORMATION
HSES 11-001**

DATE: January 28, 2011

TO: County Health Department Directors/Administrators
ATTN: Environmental Health and Engineering Directors

THROUGH: Lisa Conti, D.V.M., M.P.H., Dipl. ACVPM, CEHP
Director, Division of Environmental Health *MC*

FROM: *Gerald R. Briggs*
Gerald R. Briggs, Chief
Bureau of Onsite Sewage Programs

SUBJECT: 2011 Onsite Sewage Program Evaluations

INFORMATION ONLY

Environmental public health is about preventing harmful exposures in our communities. To this end, through providing the best services the department is able, we look forward to working with you and your staff during the 2011 Onsite Sewage Program Evaluations and to provide you with copy of the 2010 Program Evaluation Summary and 2010 County Health Department (CHD) Statewide OSTDS Program Evaluation Summary Data Charts.

The list of the CHDs and assigned evaluators for the CHDs scheduled for evaluation in 2011 and the Onsite Program Consultant State Map are available at the [Bureau of Onsite Sewage Program Evaluations Sharepoint Site](#). Note this is where you will also find information on the program evaluation process, tool, guide and scoring methodology. The assigned evaluators will coordinate and schedule the evaluations with the respective CHD Environmental Health Directors.

Please remember to review the Implementation of Previous Required Corrections and the Recommendations section of your previous evaluation to be sure that these corrections have been implemented prior to the upcoming evaluation. To access the previous evaluations please go to the [CHD Evaluation Folders Sharepoint Site](#)

The evaluations will be scored in the areas of records review, field assessment, implementation of previously required corrections, equipment, training and monitoring. The evaluations will



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receive an overall score based on the total number of points earned towards the value of each item reviewed.

- Programs with overall and subcomponent scores >75%, are not required to provide corrective action or implementation plans.
- Programs with overall scores ≥75%, but with subcomponent scores of <75%, will be required to provide an implementation plan (IP).
- Programs with overall scores <75% will be required to provide a corrective action plan (CAP).
- Please note both the CAP and the IP are required to address all noted corrections.
- If an overall program score is <60%, we will provide a re-evaluation within 12 months of the evaluation to ensure implementation of corrective actions and overall program improvements.

Travel to conduct program evaluations continues to be impacted by budget reductions. The Bureau will schedule one half of the program evaluations prior to the end of the current fiscal year (June 30, 2011), and the remaining after July 1, 2011.

Program evaluations are an important part of the quality improvement process. I appreciate the cooperation and assistance that has been extended to the evaluation staff. Comments or suggestions related to the program evaluation procedure should be directed to Ed Barranco at Ed_Barranco@doh.state.fl.us or (850) 245-4092.

Attachments

2010 OSTDS Program Evaluations Summary
2010 OSTDS Program Evaluations Item Summary Data

2010 Onsite Sewage Program Evaluation Summary

Florida environmental public health prevents harmful exposures in our communities. Our onsite sewage program evaluations are an important way to provide feedback for quality improvement to this highly technical program. The programmatic evaluation process consists of a review of the records, field assessment and various administrative protocols. The purpose of the evaluations is to provide for statewide program uniformity, assist program managers in recognizing program strengths and weaknesses and to provide recommendations to improve the program and better protect public health in Florida.

The 2010 year was the second year of triennial 2009 – 2011 program evaluation cycle. During 2010, the bureau scheduled and completed 22 County Health Department (CHD) program evaluations. The average overall score was 83%. In 2009 a total of 24 counties were reviewed receiving an average score of 83%.

Current Evaluation Cycle (2009 – 2011)

Year	Number of Evaluations	Average Score
2009	24	83%
2010	22	83%
2011	Scheduling Underway	NA

Trends and Training

Attached for your information, are the 2010 CHD Statewide OSTDS Program Evaluation Summary Data Charts. The charts tabulate the percent of records and field assessment completed correctly for each item in all programmatic sections reviewed for the 2010 program evaluations.

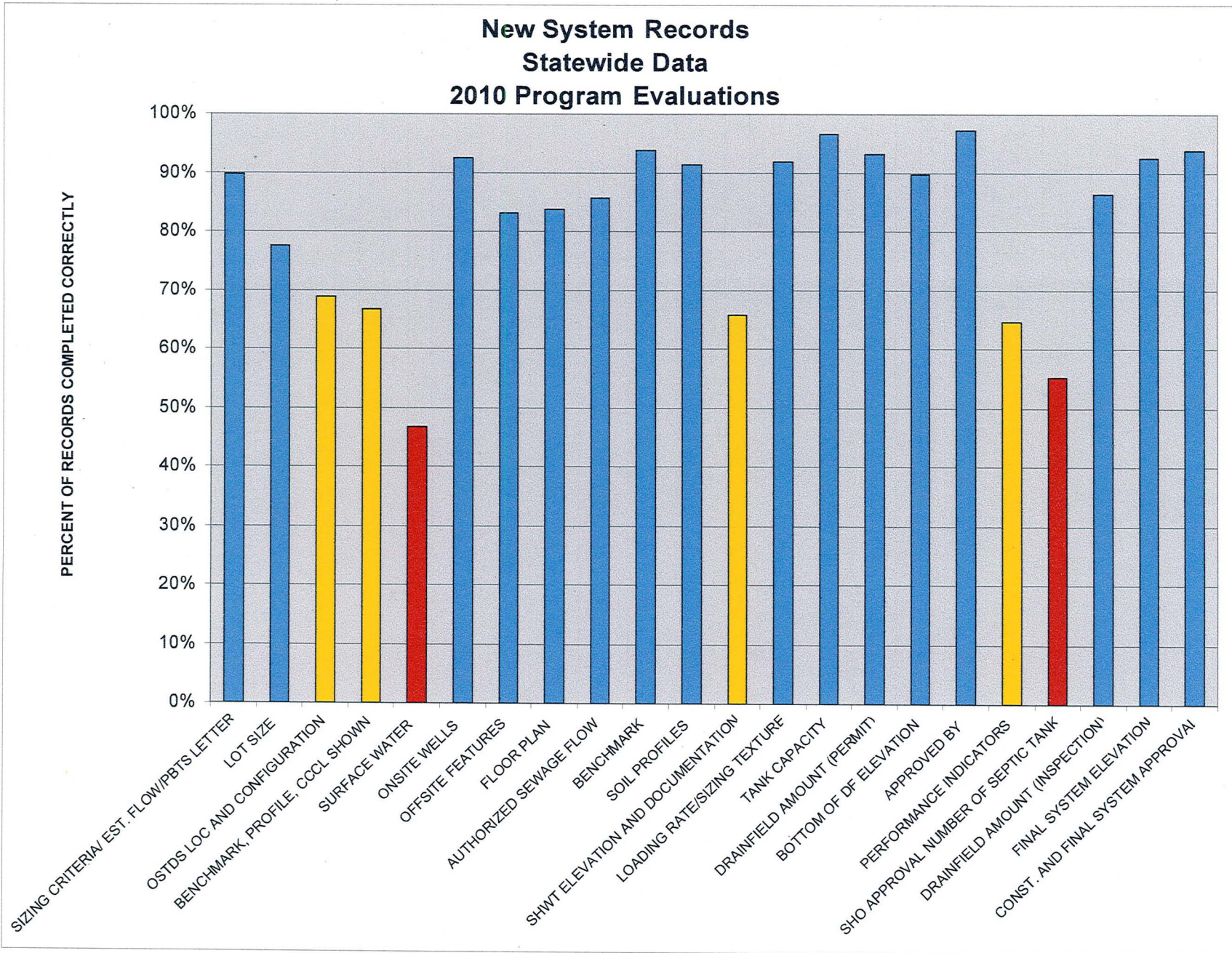
In 2010, county health department's onsite sewage programs performed well in the areas of sanitary nuisances investigations and abatement, permit denials and variance application records, septage cleaning, portable toilet, septage disposal services and ATU/PBTS maintenance services, and permitting of systems that utilize aerobic treatment units or are located in areas zoned for industrial or manufacturing purposes. While the 2010 program evaluations reflected a good overall performance for the majority of program components reviewed, several program areas experienced challenges. Opportunities for improvement were identified throughout the review and 9 specific review items have been selected for targeted training opportunities. The selected items were identified in the field assessment component and in the records review sections for new, repair and system modification, treatment tank manufacturing and permitting of commercial and performance-based treatment systems.

During 2010, an average of 98 CHD program staff per month was provided technical programmatic online trainings. The Bureau expects similar staff training numbers will be achieved for calendar year 2011. A total of 12 regional consistency meetings were held in 2010 and 206 CHD program staff participated. Regional consistency meetings, designed to give the CHD personnel a forum to discuss onsite sewage program issues with each other are also training forums that Bureau regional consultants utilize to deliver training on programmatic issues identified through the technical programmatic evaluation process. In addition, the Accelerated Certification Training (ACT) was also revised in 2010. The revised ACT provides newly hired and transfer program staff, with the technical information and process explanations staff is expected to utilize at the CHDs in the implementation of the program.

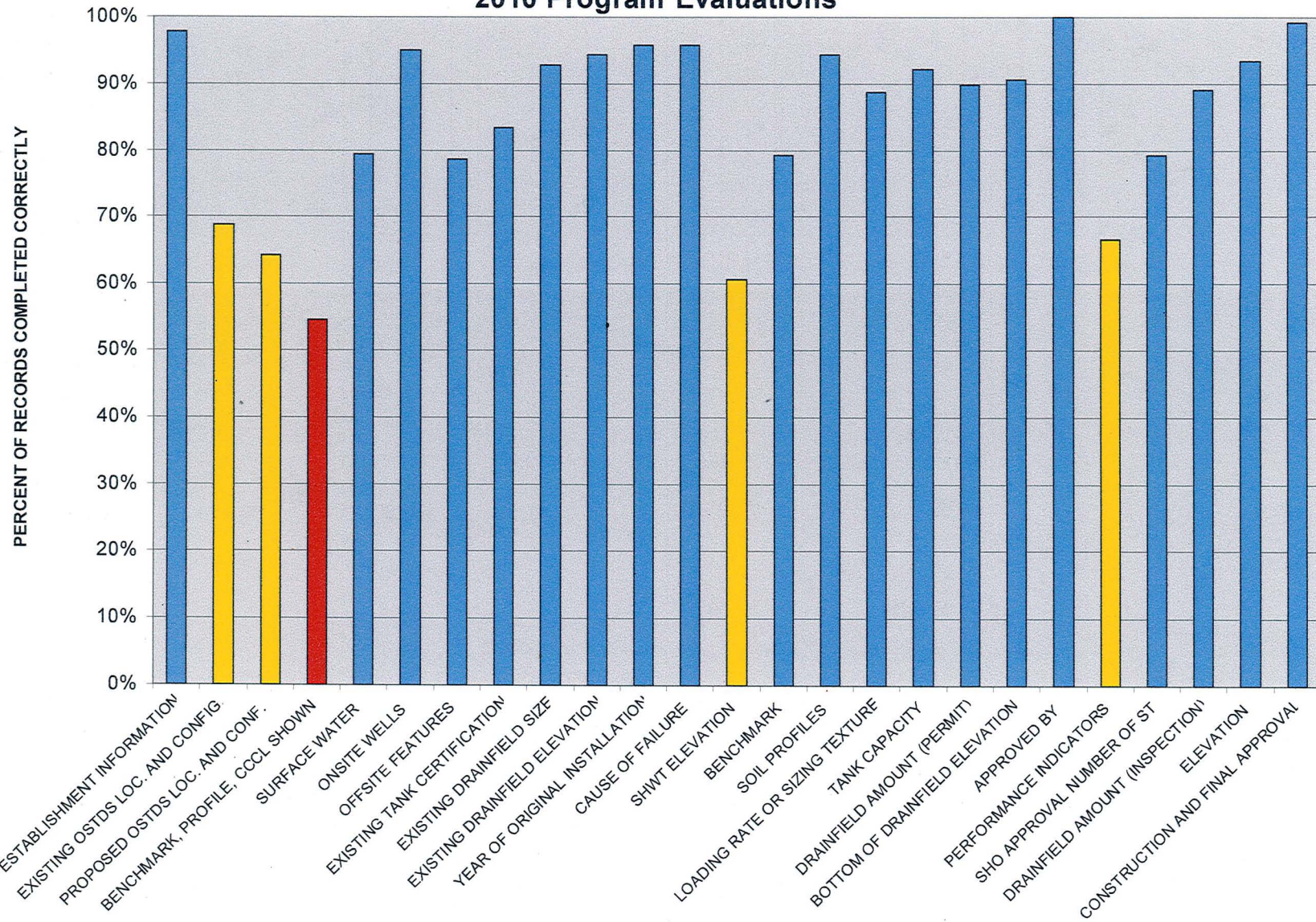
For 2011, the Bureau will continue to provide trainings in all programmatic areas and in addition, targeted trainings geared to improve on the items identified as opportunities for improvement during the 2010 program evaluation (see items highlighted in red in the attached summary data charts). Training will continue to be offered via direct technical consultations, consistency meetings and other scheduled face to face and online trainings. Targeted trainings will be offered in the areas of surface water and mean annual flood line determinations, treatment tank and filter requirements, benchmark setting, coastal construction line and soil profile determinations, service, operating and performance-based treatment system permit requirements and EHD user information.

The bureau commends all CHDs for their continued efforts to improve the onsite sewage program and will continue to work diligently to assist the CHDs in the implementation of the program. For questions regarding the onsite program evaluation process, please email Ed Barranco at Ed_Barranco@doh.state.fl.us or call 850-245-4092.

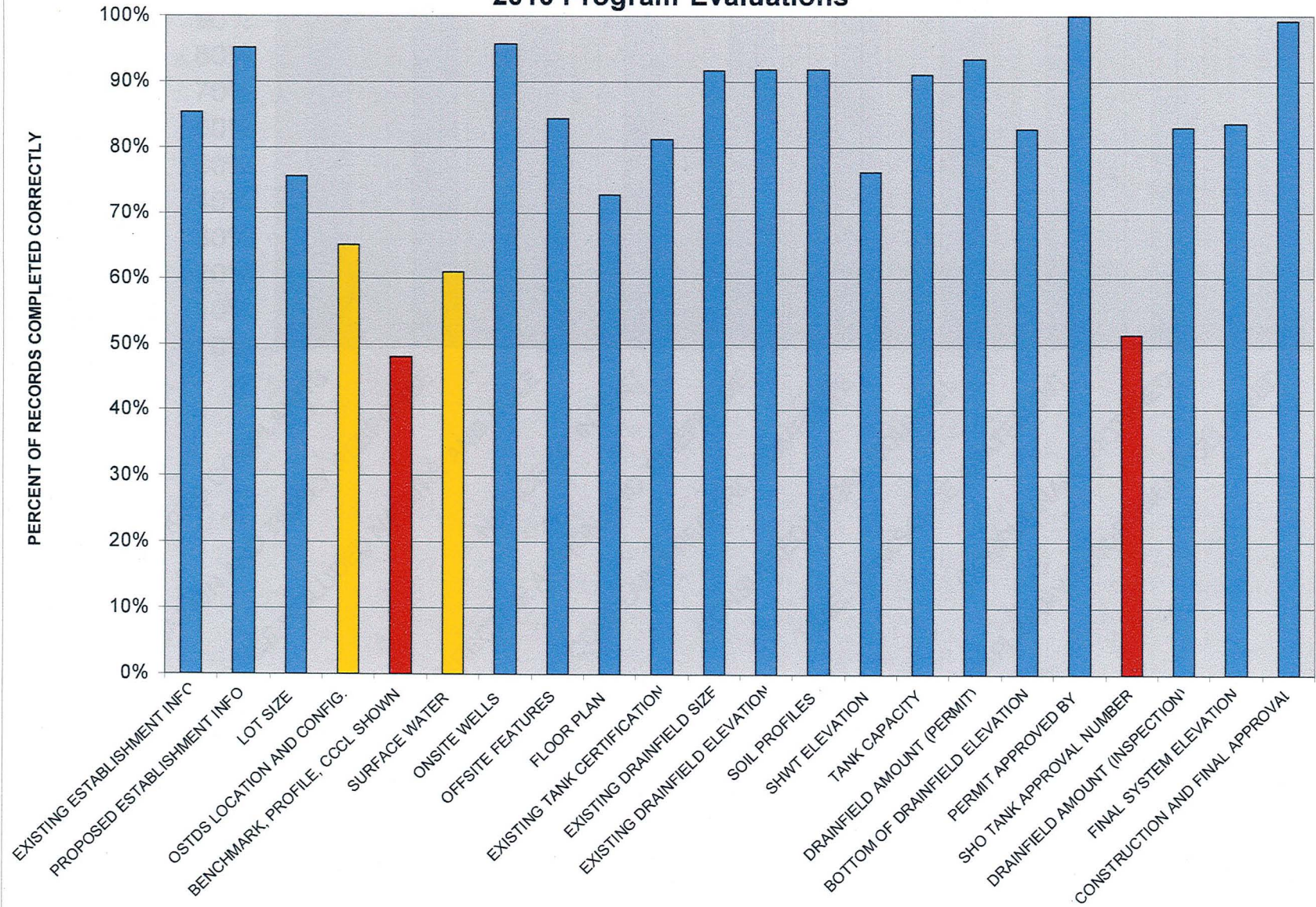
2010 OSTDS Program Evaluations Item Summary Data
 Prepared by Dale Holcomb
 1/25/2011



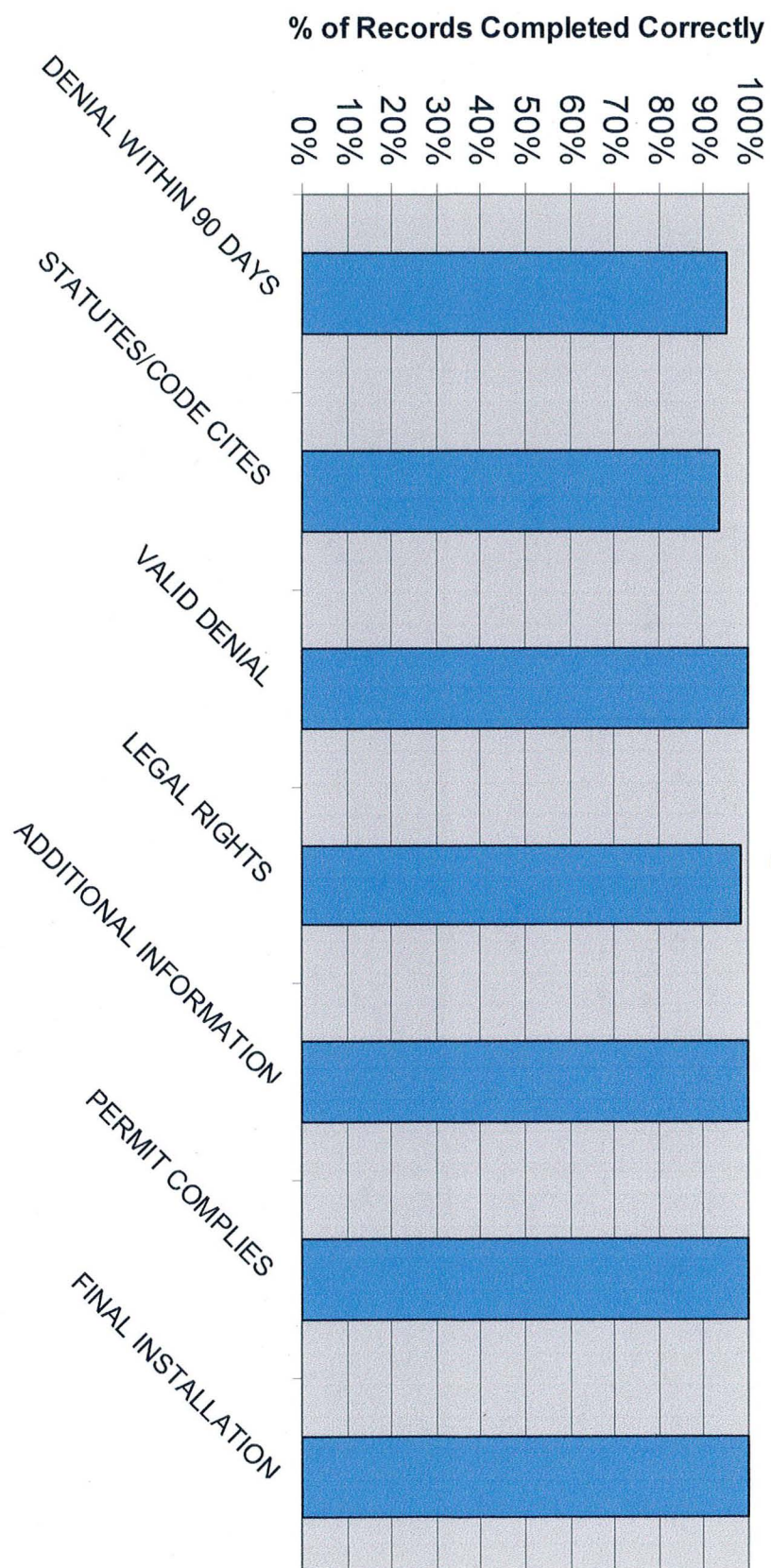
Repair Records Statewide Data 2010 Program Evaluations



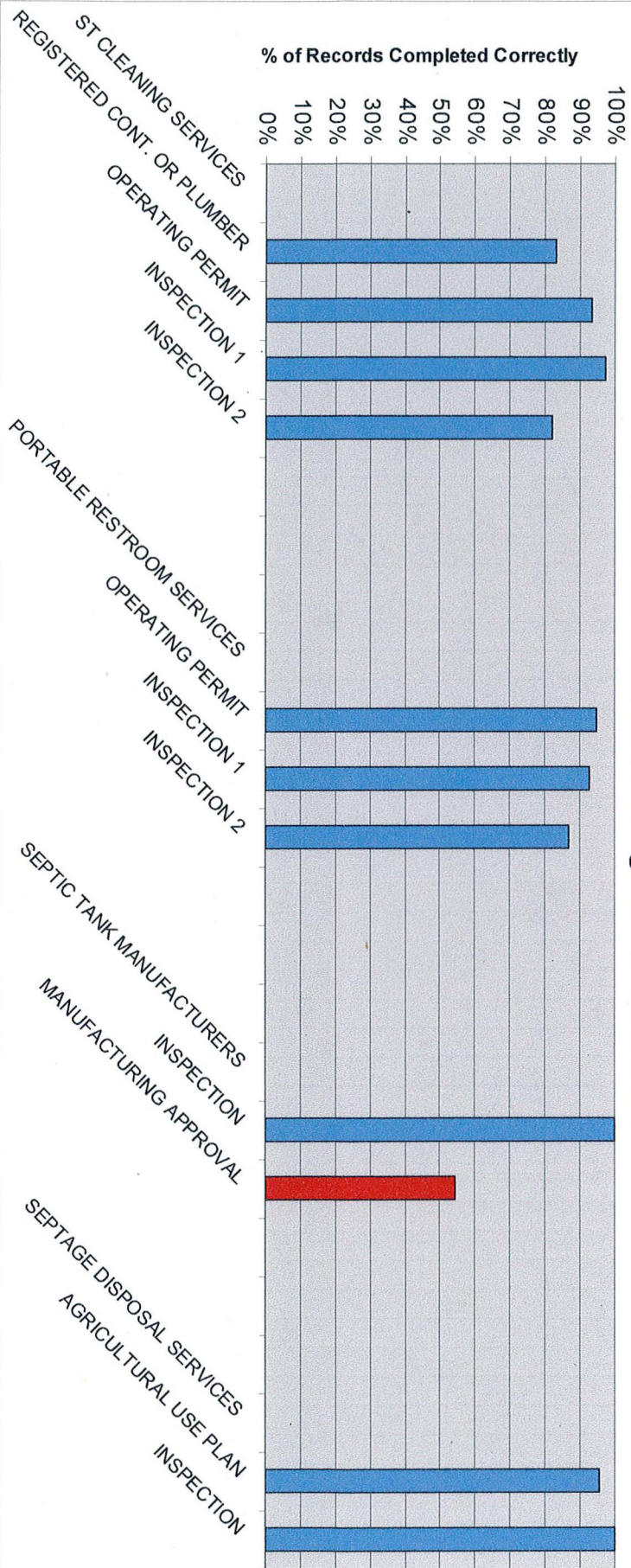
Modification Records Statewide Data 2010 Program Evaluations



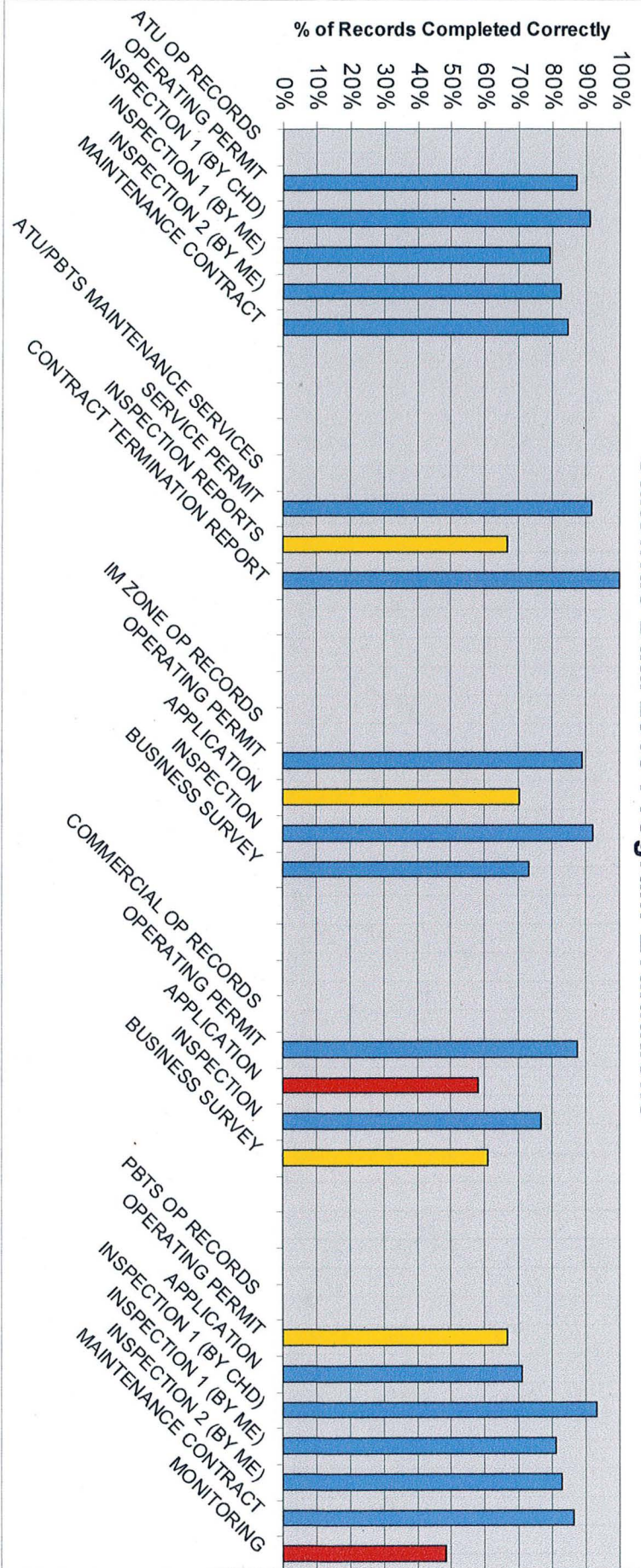
Denial and Variance Records Statewide Data 2010 Program Evaluations



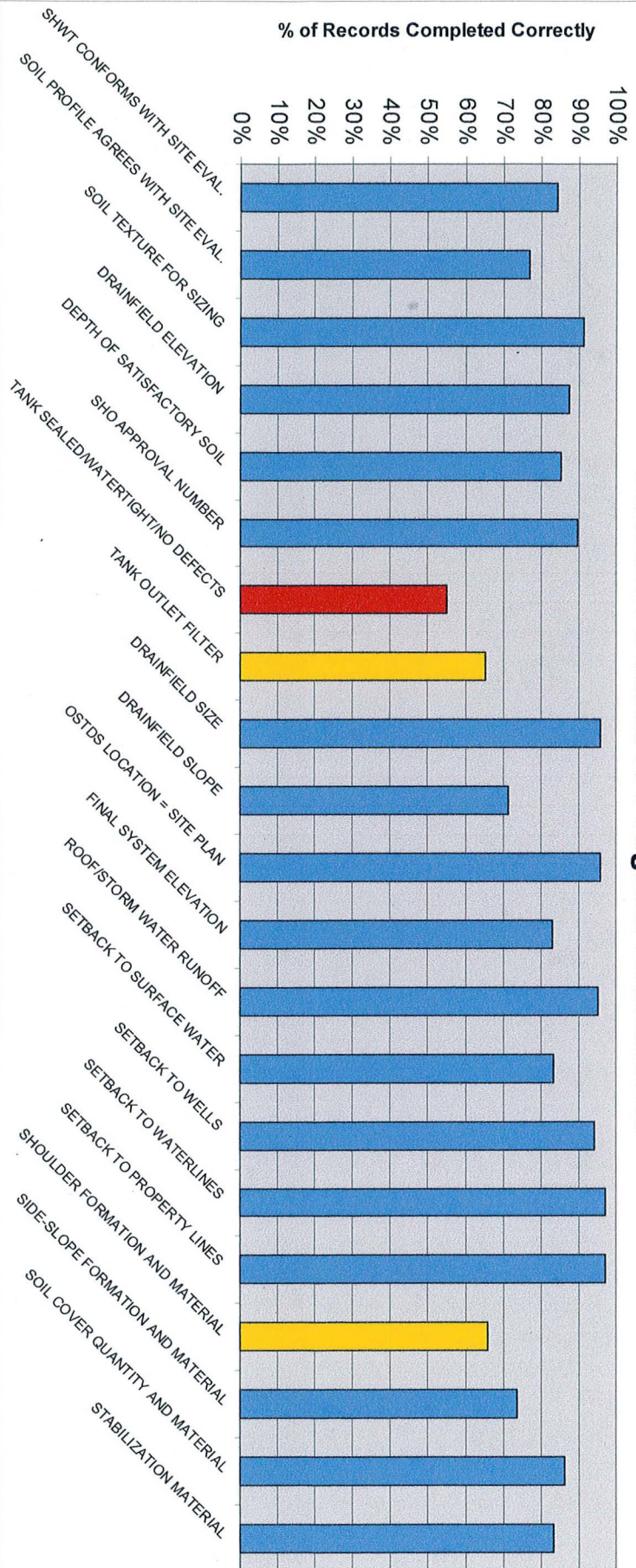
Service Records Statewide Data 2010 Program Evaluations



Operating Permit Records Statewide Data 2010 Program Evaluations



Field Assessment Statewide Data 2010 Program Evaluations



Corrections, Equipment, Training Statewide Data 2010 Program Evaluations

