

# Information for New Certified Professionals

## Examination

To become a certified individual in Pierce County, you must successfully pass an exam given by the Washington On-Site Sewage Association (WOSSA). Exams include Installer, Operation and Maintenance (O&M) Specialist (Level 2) and Operation and Maintenance (O&M) Technician (Level 1).

Contact WOSSA at (253) 770-6594 or visit their website at [www.wossa.org](http://www.wossa.org).

## Application for Certification

Once you successfully complete the exam requirements, you may become certified as an individual in Pierce County. You need to submit the following items to Tacoma-Pierce County Health Department to review:

### Installer

- ✓ Complete certification application with fees.
- ✓ Certificate indicating you have passed the required exam.
- ✓ Proof of one-year experience working under the supervision of a certified installer.
- ✓ Proof of eight hours continuing education or a one-day class.

### O&M Specialist (Level 2)

- ✓ Complete certification application with fees.
- ✓ Certificate indicating you have passed the required exam.
- ✓ Proof of 24 hours of continuing education.

### O&M Technician (Level 1)

- ✓ Complete certification application with fees.
- ✓ Certificate indicating you have passed the required exam.
- ✓ Proof of eight hours of continuing education.

### Installation or O&M Firm Required

Permits are released only to a state licensed company. The company must also certify annually with the Health Department. The company must be in active status with our department before we will release permits.

- ✓ Complete certification application with fees.
- ✓ Provide a copy of their current Labor and Industry Contractor license.
- ✓ Provide a copy of their current \$1,000,000 liability insurance.
- ✓ Document indicating all certified individuals employed with the company (pumping firms require at least one specialist, exceptions are private or limited pumpers).
- ✓ A consultation with Health Department O&M supervisor.
- ✓ O&M Firms that provide pumping service also need truck and tank inspections.
- ✓ All O&M Firms need an active OnlineRME account.

Questions? Contact us at (253) 798-6470.

# Information for Renewal Certified Professionals

Submit all required documents and appropriate fees by Feb. 15, 2019. Applications or incomplete applications received after Feb. 15, 2019 are subject to a \$125 late fee.

## **Application for Certification**

We must receive each item to consider the application complete:

### **Installer**

- ✓ Complete certification application.
- ✓ Proof of continuing education of eight hours or a one day class.

### **O&M Specialist (Level 2)**

- ✓ Complete certification application.
- ✓ Proof of continuing education of eight hours or a one day class.
- ✓ Documentation of any new training in proprietary devices.

### **O&M Technician (Level 1)**

- ✓ Complete certification application.
- ✓ Proof of continuing education of four hours or a half day class.

### **Installation or O&M Firm**

The company must be in active status with Tacoma-Pierce County Health Department before we will release permits.

- ✓ Complete certification application with fees.
- ✓ Provide a copy of their current Labor and Industry Contractor license.
- ✓ Provide a copy of their current \$1,000,000 liability insurance.
- ✓ Document indicating all certified individuals employed with the company (pumping firms require at least one specialist exceptions are private or limited pumpers).
- ✓ O&M Firms that provide pumping service also need truck and tank inspections.
- ✓ All O&M Firms need an active OnlineRME account.

Questions? Contact us at (253) 798-6470.