

On-Site Sewage System Report of System Status



Tacoma-Pierce County Health Department requires a Report of System Status (RSS) for the sale of a property in Pierce County when a septic system is on the subject property. We prepare a brief report called an RSS that indicates the current condition of your septic system. We may also provide comments, conditions and future maintenance requirements for the subject septic system.

Report of System Status Process

Order your septic system inspection

Contact a certified Operation & Maintenance (O&M) firm and request an Onsite Sewage System Inspection. We require all tank(s) get pumped at the time of inspection. For a list of certified O&M firms visit: www.tpchd.org/septic.

Be sure to tell the O&M firm that the inspection is for the sale of the property. The inspector will check your septic system and enter the information into an electronic database called onlineRME. The septic inspection report issued by the O&M Firm is valid for six months. To obtain a copy of your inspection report visit www.onlineRME.com and do a public records search by address or parcel.

The O&M firm that inspects and pumps your septic system will collect a \$40 Health Department reporting fee as part of their bill for service.

Submit a Report of System Status application

Complete a RSS application online. Create an account and pay by credit card. Or submit a paper copy to the Health Department along with the fee of \$265.

Submit your application as soon as possible prior to your closing date. The Health Department requires up to **ten business days** to complete the inspection and issue the report. You can submit applications online at any time and we will process them the following business day. The Health Department is open Monday through Friday, 8 a.m. to 4:30 p.m.

Complete a Report of System Status Inspection

Health Department staff will visit your site and complete the inspection of your system. The septic tank doesn't need to remain uncovered for the Health Department's visit.

Health Department staff process applications in the order received and require up to ten business days to complete. **There is no process to expedite.**

We will fax the completed RSS report to the person listed on the application. If you submit your application online, you will receive the completed report by email only.

The RSS is valid for 12 months from date issued.

Questions? Contact us:

- Check your status online at <https://eco.tpchd.org/>.
- Report of System Status (253) 798-7392.
- Email us at EHSepticSystems@tpchd.org.