

**Introduction**

DHSS has the responsibility to maintain regulatory authority over registered private individuals as **Registered Basic and Advanced Installers** of onsite wastewater treatment systems OWTS, **Registered Percolation Testers**, and **Registered Onsite Soil Evaluators**. The responsibility includes monitoring or administering training and registration of these professionals, publishing lists of active as well as suspended/revoked individuals, monitoring of their activities including documentation reviews, and to place on probation, suspend, or revoke registration, when necessary, or certification through appropriate investigation and legal action.

**Duties of Onsite Sewage Program Staff and Office Support**

1. Assure training for onsite industry professionals;
2. Assure registration of onsite sewage industry professionals;
3. Maintain lists of persons as current registrants and suspended/revoked registrants;
4. Monitor incoming reports for accuracy and compliance with standards;
5. Assure that complaints are logged, reviewed and investigated;
6. Review professional complaint records and determine a course of action;
7. When a professional's registration is placed on probation, suspended, or revoked, inform local onsite administrative authorities and other DHSS staff for counties served by the professional.

**Duties of other DHSS Staff**

1. Assist with training of registered installers;
2. Coordinate activities with LPHA's to investigate complaints regarding OWTS industry professionals;
3. Forward investigation results to the Onsite Sewage Program to consider administrative action;
4. Maintain files;
5. Monitor contracts and audit files;
6. Fulfill common responsibilities of LPHA in counties where OWTS are permitted by DHSS.

**Common Responsibilities of Local Public Health Agency**

1. Verify registration status of professionals when permitting OWTS;
2. Notify the Regional Staff when investigating an OWTS industry professional;
3. When there is evidence that a registered OWTS professional may have violated state or local regulations or the professional standards of practice, document the investigation using the complaint record available at <http://dhssnet/Forms/profcomplaintrec.doc> and submit documentation to the Onsite Sewage Program;
4. Assist the Regional Staff with an investigation when appropriate;
5. Testify at administrative hearings when requested;
6. If within an ordinance area, notify the Onsite Sewage Program and other DHSS Staff of investigations results and circuit court decisions if judgment is made against a licensed or registered individual;
7. Maintain files.

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| Subsection: 5.9 Registration and Listing of Onsite Wastewater Treatment Industry Professionals | Revised May 2008 |

**Registered Installers**

OWTS contractors must register with the department as Registered Installers. Participants are required to attend a course approved by DHSS and pass an examination. This course covers the basic concepts of the law and rules governing onsite sewage, basic soil science, health and safety precautions, applying for permits, and technical information on the components of onsite sewage disposal systems. Upon successful completion of the class, individual's names are placed on a list that is published on the Internet and distributed in paper form upon request. 19 CSR 20-3.080 details the requirements and responsibilities of registered installers.

**Registered Percolation Testers**

This registration allows contractors to perform percolation tests to determine suitability and sizing for OWTS. Persons allowed to perform this test include: 1) soil scientists, 2) registered geologists or licensed engineers that have completed the DHSS registration process or 3) other individuals that have been registered through completion of an approved training course and passing an examination. Successful applicants are then placed on a list of Registered Percolation Testers to be distributed upon request. 19 CSR 20-3.080 details the qualifications, duties, and responsibilities of percolation testers.

**Registered Onsite Soil Evaluators**

This registration allows qualified individuals to perform onsite soil morphology evaluations, to determine the suitability of a site for an OWTS. To qualify to perform soil morphology evaluations, first individuals must either 1) have completed fifteen hours of soils science course work, three of which are in soil morphology and interpretations or 2) be a registered geologist or licensed engineer with ten hours of soils science coursework, three (3) of which are in soil morphology and interpretations. Individuals must then successfully pass a written and a field exam. Successful applicant's names are placed on a list that is published on the Internet and distributed in paper form upon request.

Persons registered as Onsite Soil Evaluators are required to prepare reports that meet the OWTS construction standards and that are specific for the proposed site. 19 CSR 20-3.080 details the qualifications and responsibilities of onsite soil evaluators.

**AUTHORITY**

RSMo 701.040(2), 701.040(3)  
19 CSR 20-3.080