



Program Plan Reporting System

Full Program Plan Report Randolph-Elkins Health Department 2016 Reporting Year

Transmittal Information

<i>Health Department Name:</i>	Randolph-Elkins Health Department
<i>Mailing Street Address:</i>	32 Randolph Avenue, Suite 101
<i>Mailing City:</i>	Elkins
<i>Mailing County:</i>	Randolph
<i>Mailing Zip:</i>	26241
<i>Phone:</i>	(304) 636-0396
<i>Fax:</i>	(304) 637-5902
<i>Email Address:</i>	linda.s.sanders@wv.gov
<i>Website Address:</i>	randolphhealthwv.com

<i>Health Department Type:</i>	Combined County/Municipal
<i>Delivery Street Address:</i>	32 Randolph Avenue, Suite 101
<i>Delivery City:</i>	Elkins
<i>Delivery County:</i>	
<i>Delivery Zip:</i>	26241

Fiscal Year April 1, 2015 to July 31, 2015

Chairperson

Phone:	Fax:	Email:
Chairperson Signature: _____ Judith A. Guye		Date: 5/28/2014

Health Officer

Health Officer Signature: _____ Mary S. Boyd, M.D.	Date: 5/28/2014
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By signing the above, the Randolph-Elkins Health Department agrees to comply with all applicable state and federal rules, regulations, Department of Health and Human Resources policies and standards.

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Emergency Information

Answering Machine:	Yes	(304) 636-0396
Answering Service:	No	
Office of Emergency Services/911/Communications Center:	No	
On-call Pager or Cell	Yes	

Services

Adult Services	Yes
Behavioral Health	No
Breast/Cervical Cancer	Yes
Cancer Detection	No
Cardiac	No
Community Health Promotion	Yes
Dental	No
Diabetes	Yes
Disaster Response	No
Environmental Health	Yes
Epidemiology	Yes
Family Planning	Yes
Fluoride	No
General Health	Yes
Health Check	No
HIV/AIDS	Yes
Home Health	No
Hypertension	Yes
Immunization	Yes
Lab	No
Lead	Yes
Pediatric	No
Prenatal	No
Right from the start	No
School Health	No
Sexually Transmitted Disease	Yes

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Services

Threat Preparedness	Yes
Tobacco	Yes
Tuberculosis Services	Yes
WIC	Yes

Fees

Clinical Fee	Yes
Environmental Permit Fee	Yes
Environmental Service Fees	Yes

Mission Statement

Prevent, Protect, and Promote the public health needs of our community. Vision: Cultivating healthy lifestyles and investing in healthy communities

Hours of Operations

Monday	8:00 AM - 4:30 PM
Tuesday	7:30 AM - 4:30 PM
Wednesday	7:30 AM - 4:30 PM
Thursday	7:00 AM - 4:30 PM
Friday	8:00 AM - 4:00 PM
Saturday	Closed
Sunday	Closed

Activities outside normal hours of operation

Second Thursday of each Month - FP Clinic 7:00 AM - 5:00 PM - Closed on Saturday and Sunday

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Other Facilities

Location Name:	Elkins WIC Office - operate clinics in Barbour & Tucker Counties
Address:	107 Davis Street
City:	Elkins
State:	WV
Zip:	26241
Contact Name:	Elkins WIC Office Jodi Morgan
Hours:	8:00 AM - 4:00 PM, 5 Days

Location Name:	Buckhannon WIC Office - operates clinic in Lewis County
Address:	7 Southfork Center
City:	Buckhannon
State:	WV
Zip:	26201
Contact Name:	Buckhannon WIC Office Vickie Dean
Hours:	8:00 AM - 4:00 PM, 5 Days

Location Name:	Petersburg WIC Office - operates clinics in Hardy & Pendleton Counties
Address:	P O Box 157
City:	Petersburg
State:	WV
Zip:	26847
Contact Name:	Petersburg WIC Clinic Gina Hinkle
Hours:	8:00 AM - 4:00 PM, 5 Days

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Combined Health Department

Health Department Name:	
Address:	
City:	
State:	
Zip:	
Phone:	
Fax:	
Monday:	
Tuesday:	
Wednesday:	
Thursday:	
Friday:	
Saturday:	
Sunday:	

Location Information

<p>Driving directions from Charleston: I-79 toward Clarksburg (98 Miles) US - 119/US-33 Exit 99 to Weston/Buckhannon Right at US-119N/US-33 E (travel 12 miles) Continue on US-33 W and continue on US-33 E (travel 26 miles) (from Buckhannon to Elkins) Take Elkins downtown Exit and turn right at bottom of ramp Continue toward Old US-33/WV-92 and continue on Old US-33 (N. Randolph Avenue) (travel 3 miles). Turn left at light onto Randolph Avenue Continue on Randolph Avenue (0.6 miles) Turn left onto Gay Street, LHD is on your right on the corner of Randolph Avenue & Gay Street in the Wees Building, one block north of the Courthouse and across from Tomblyn Funeral Home.</p>	
Number of miles from Charleston	140.00
Latitude	180.00000000
Longitude	90.00000000

Standards

Change in location	No
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Financial Information

Projected Budget Information

Funding Source	Projected Revenue
State Revenue	\$256,478.37
Direct County Commission	\$63,000.00
County Levy	\$0.00
City Levy	\$0.00
Municipalities	\$4,000.00
Board of Education	\$0.00
Clinical Service Revenue	\$143,099.00
Environmental Fee Permits	\$64,285.00
Environmental Fee Services	\$11,818.00
Federal Revenue	\$840,462.00
Additional Revenue	\$3,825.00
Total:	\$1,386,967.37

Projected Expenditures

Expense	Amount
Classified Service Personnel	\$1,053,442.00
Current Operating Expenditures	\$274,872.00
Capital Outlay Expenditures	\$0.00
Total:	\$1,328,314.00

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Additional Revenue Sources Information

Funding Source Description	Projected Revenue Amount
REFUNDS	\$200.00
INTEREST	\$125.00
HLTH DEPT LOCAL FUNDS	\$2,000.00
WIC LOCAL FUNDS	\$1,500.00
Total:	\$3,825.00

Projected Budget Information Continued

Actual Ending Balance:	\$242,665.00
Number of FTE's (Full-time Equivalent):	25.40
Current Investments:	\$0.00
Accounting Software Program:	Other
Other Accounting Software Program:	Client Write Up
Software Year:	

	Personnel	Facility	Utilities	Other	Total
County	\$2,000.00	\$65,040.00	\$13,600.00	\$5,000.00	\$85,640.00
Municipality	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Board of Education	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$2,000.00	\$65,040.00	\$13,600.00	\$5,000.00	\$85,640.00

Statewide Chart of Accounts

Account Name	Projected Program Expenditures
Adult Services	\$0.00
Behavioral Health	\$0.00
Breast/Cervical Cancer	\$23,175.00
Cancer Detection	\$0.00
Cardiac	\$0.00
Community Health Promotion	\$2,500.00
Dental	\$0.00
Diabetes	\$0.00

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Statewide Chart of Accounts

Account Name	Projected Program Expenditures
Disaster Response	\$0.00
Environmental Health	\$76,007.00
Epidemiology	\$6,800.00
Family Planning	\$84,430.00
Fluoride	\$0.00
General Health	\$0.00
Health Check	\$0.00
HIV/AIDS	\$2,500.00
Home Health	\$0.00
Hypertension	\$300.00
Immunization	\$18,972.00
Lab	\$0.00
Lead	\$500.00
Office Management and Administration	\$259,070.00
Other	\$0.00
Pediatric	\$0.00
Prenatal	\$0.00
Right from the Start	\$0.00
School Health	\$0.00
Sexually Transmitted Diseases	\$2,459.00
Threat Preparedness	\$64,001.00
Tobacco	\$0.00
Tuberculosis Services	\$2,600.00
WIC	\$765,000.00
Total:	\$1,308,314.00

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Statewide Chart of Accounts

Has your local health department completed and audit within the last fiscal year?	Yes
If no, please provide a detailed description of the steps your agency has taken to secure an audit in the box below.	
In your most recent audit were you required to submit a "Corrective Action Plan"? If yes, please submit documentation.	No
Does your health department expend \$500,000 or more in federal funding?	Yes

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Contacts by Position

Position	Name
Administrator	Mrs. Linda Sue Sanders
Primary Nursing Contact	Mrs. Karen Lynn Begg
Health Officer	Mrs. Mary S Boyd
Equipment and Information Technology Contact	Mrs. Linda Sue Sanders
Financial Management Contact	Mrs. Linda Sue Sanders
Environmental Health Contact	Mrs. Laura Stackpole
Health Promotion Contact	Mrs. Karen Lynn Begg
Epidemiology Contact 1	Ms. Bonnie Blue Woodrum
Epidemiology Contact 2	Mrs. Kassandra D Swecker
Rabies Contact	Mrs. Laura Stackpole
Sexually Transmitted Disease Contact	Mrs. Melissa D Owens
Human Immunodeficiency Virus Contact	Mrs. Melissa D Owens
Tuberculosis Contact	Ms. Bonnie Blue Woodrum

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Contacts by Position

Position	Name
Vaccine Preventable Disease Contact	Mrs. Melissa D Owens
Smallpox Contact	Ms. Bonnie Blue Woodrum
West Virginia Electronic Disease Surveillance System Contact	Ms. Bonnie Blue Woodrum
Threat Preparedness Coordinator	Ms. Bonnie Blue Woodrum
Threat Preparedness Back-up	Mrs. Linda Sue Sanders
Strategic National Stockpile Coordinator	Ms. Bonnie Blue Woodrum
Strategic National Stockpile Back-up	Mrs. Karen Lynn Begg
Volunteer Coordinator	Mrs. Karen Lynn Begg
Volunteer Coordinator Back-up	Ms. Bonnie Blue Woodrum
Risk Communication Coordinator	Ms. Bonnie Blue Woodrum
Risk Communication Coordinator Back-up	Mrs. Mary S Boyd
Responder Health & Safety Coordinator	Mrs. Karen Lynn Begg
Responder Health & Safety Coordinator Back-up	Mrs. Laura Stackpole
Health Alert Network Coordinator	Mrs. Debra L VanPelt
Health Alert Network Coordinator Back-up	Charlotte D Lough

Salary & FTE by Employee Listing

Name	Monthly Salary	Percent FTE
Jodi Morgan	\$1,444.00	1.00
Mrs. Mary Beth Lind	\$743.00	0.20
Mrs. Kassandra D Swecker	\$2,675.00	1.00
Mrs. Alison Shehl	\$2,826.00	0.80
-- Vacant --	\$0.00	0.00
Mrs. Karen Lynn Begg	\$3,883.00	1.00
Ms. Pat S Bodkin	\$448.00	0.15
Mrs. Cheryl A Bowers	\$1,850.00	0.20
Mrs. Mary S Boyd	\$350.00	0.00
Ms. Esther Lynn Brewer	\$940.00	0.50
Mrs. Peggy S Davis	\$300.00	0.10
Mrs. Vickie M Dean	\$2,009.00	1.00
Mrs. Ruth E Flanagan	\$1,769.00	1.00

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Mrs. Dorothy L Garcia	\$1,018.00	0.52
Mrs. Patricia M Halterman	\$3,351.00	1.00
Ms. Cindy M Haney	\$2,242.00	0.80
Mrs. Gina M Hinkle	\$1,964.00	1.00
Mrs. Tammy Johnson	\$1,591.00	0.80
Mrs. Terry J Johnston	\$1,710.00	1.00
Mrs. Sherry A Ours	\$1,747.09	1.00
Mrs. Linda Sue Sanders	\$4,223.00	1.00
Mrs. Melissa D Owens	\$2,143.00	0.80
Mrs. Barbara R Shockey	\$804.00	0.40
Ms. Vickie D Snyder	\$2,621.00	1.00
Mrs. Deborah M Stout	\$1,531.00	0.50
Mrs. Michelle Thacker	\$946.20	0.60
Mrs. Debra L VanPelt	\$1,752.00	1.00
Mrs. Jackie Wetzel	\$500.00	0.10
Ms. Bonnie Blue Woodrum	\$3,374.00	1.00
Mrs. Tanya Wright	\$1,315.00	0.80
Mrs. Laura C Yokum	\$1,940.22	0.60
Mrs. Susan Foster	\$2,919.20	0.80
Charlotte D Lough	\$1,172.00	0.80
Virginia R Davis	\$1,144.00	0.80
Mrs. Laura Stackpole	\$2,289.00	1.00
Total	\$61,533.71	24.27

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Communicable Disease

Immunization Services

1	Does your local health department report all immunizations administered to children 0-18 years of age every two weeks as required by 64C SR7?	Yes
2	Does your local health department document VFC eligibility (or lack thereof) in the immunization records entered into WVSIIIS, either through direct data entry into WVSIIIS or through the HealthStat 2000 system for export into WVSIIIS?	Yes
3	Does your local health department conduct case management activities related to infants born to HBsAg positive mothers and report findings to the Division of Immunization Services in a timely manner?	Yes
4	Does your local health department report vaccine doses administered and vaccine doses on-hand by the fifth business day of each month?	Yes
5	Does your local health department submit a completed temperature log by the fifth business day of each month?	Yes
6	Does your local health department submit a quarterly report documenting progress toward meeting the objectives outlined in the Immunization Action Plan within 15 days of the end of each quarterly reporting period?	Yes
7	Has your Local Board of Health been apprised of the BPH recommendation to adopt or expand a private vaccine purchasing and billing system which would require the LHD to bill third party payers and individuals (on sliding fee scale) for some out-of-pocket payment?	Yes
8	Has your Local Board of Health indicated any concern or unwillingness regarding the development or expansion of such a private vaccine immunization program?	No
9	<p>If you answered No or NA to any question, please explain:</p> <p>The board has not indicated any concern or unwillingness regarding a private vaccine program. You need to fix this question</p>	

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STD, HIV and Hepatitis

1	Does your local health department collaborate with Disease Intervention Specialists (DIS) in investigating and assuring treatment for all syphilis, gonorrhea and Chlamydia cases (including all clinical cases i.e., all positives, all symptomatic, and all contacts of a known positive case) according to 2010 CDC STD Treatment Guidelines.	Yes
2	Does your local health department complete and submit the HIV/AIDS Confidential Case Report on all newly diagnosed HIV/AIDS cases to the West Virginia Division of STD/HIV and Hepatitis in a confidential, postage-paid envelope.	Yes
3	Does your local health department routinely recommend syphilis and HIV testing to all individuals who have tested positive for an STD?	Yes
4	Does your local health department offer HIV/AIDS testing and counseling including posttest counseling and referral on all HIV/AIDS positive cases?	Yes
5	Does your local health department complete and submit VD 91 (confidential morbidity and treatment report) on all positive Chlamydia, gonorrhea and syphilis cases.	Yes
6	Does your local health department routinely schedule appointments for individuals to return for their test results?	Yes
7	Does your local health department identify and investigate hepatitis B cases, including partner management.	Yes
8	If you answered No or NA to any question, please explain:	

Tuberculosis Elimination

1	Does your local health department provide directly observed therapy to all active TB patients?	Yes
2	Does your local health department perform a TB risk assessment prior to testing on all individuals presenting for tuberculin screening/testing?	Yes
3	Does your local health department evaluate, treat and report to TB Elimination all immigrants and refugees designated as Class A, B1 or B2?	Yes

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4	Does your local health department perform HIV counseling and testing for all active and latent TB patients?	Yes
5	Does your local health department interview the patient (or their proxy) and start a contact investigation within 3 days of notification of a pulmonary/laryngeal case of TB?	Yes
6	Local health department personnel will participate in the Cohort Review Process for all active TB cases within their jurisdiction.	Yes
7	Does your local health department submit all required reports when they are due to the Division of TB Elimination? (All required reports may be found on WV-DTBE webpage @ www.dhhr.wv.gov/oeps/tuberculosis).	Yes
8	If you answered No or NA to any question, please explain:	

Infectious Disease Epidemiology

1	Does your local health department use WVEDSS to report all infectious diseases?	Yes
2	Does your local health department report all outbreaks to DIDE within one hour of notification?	Yes
3	Does your local health department report infectious diseases, complete the investigation, and submit for review within one month of notification?	Yes
4	Does your local health department actively participate in all outbreak investigations?	Yes
5	Does your local health department complete animal bite investigations within 30 days of report; and does your health department manage animal bites in accordance with standards in the current DC-4?	Yes
6	Does your local health department have an influenza sentinel provider that consistently reports throughout the season?	Yes
7	Does your local health department identify, investigate, and manage hepatitis B cases according to the BPH Hepatitis B protocol, including partner management?	Yes

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8	If you answered No or NA to any question, please explain:
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Feedback / Ideas

1	We invite your ideas on how we could better support your local health department in performing your job. (For example, specific trainings, technical assistance, supplies, process changes, things you like and don't want changed, etc.):
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Health Promotion

Community Health Needs Assessment

1	Was a formal community health needs assessment completed in your county within the past 5 years?	True
2	If yes, enter the year the assessment was completed.	2013
3	If yes, when do you plan to start your next assessment?	10/31/2017
4	If no, within this fiscal year, when do you expect a community health needs assessment to be completed?	
5	If no, describe plans to complete the community health needs assessment and include a time line of these actions.	
6	<p>List one to five priority health areas from the community health needs assessment that you plan to address: (minimum of one required)</p> <p>Illegal Drug/Substance Abuse Tobacco Use Obesity in Adults Obesity in Children Cancer</p>	

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Community Health Implementation Plan

Priority Area:	Obesity in Adults
Objective:	Work with City and County to establish free walking & exercise areas, access to fresh fruits & vegetables, educations opportunities
Activity	Work with community partners to establish community gardens, encourage grocery stores to establish a "fresh fruit & vegetable check out aisle. Work with city and county to establish well lighted walking areas. Hold community education classes

Priority Area:	Tobacco Use
Objective:	Decrease tobacco use by 5% in county, educate young people on dangers of tobacco use
Activity	Cessation classes, promote Quit line, Free Quit Spit Kits, activities of regional tobacco education specialist in county schools and community events

Training and Technical Assistance Needs

1	List Training and Technical Assistance Needs
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Environmental Health

Disaster / Disease

	Establishment or Discipline	Number	Inspections
1	Tattoo Studio:	3	3 every Year
2	Body Piercing Studio:	2	2 every Year

Food

	Establishment or Discipline	Risk Based Inspections Conducted?	Number	Inspections
1	Food Establishment:	Yes	233	466 every Year

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Establishment or Discipline		Number	Inspections
1	Milk Samples:	24	
2	Vending Machines:	23	23 every Year
3	Temporary Food Facilities:	60	60

Housing / Institutions

Establishment or Discipline		Number	Inspections
1	Bed and Breakfast	2	2 every Year
2	Child Care Facilities	25	50 every Year
3	Home Loan Evaluations	20	20
4	Institutions	4	4 every Year
5	Labor Camps	0	0 every Year
6	Manufactured Home Communities	21	21 every Year
7	Motel/Hotel/Lodging	33	33 every Year
8	Other Care Facilities	2	2 every Year
9	Schools	22	22 every 2 Years

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Recreation

Establishment or Discipline		Number	Inspections
1	Campground	30	30 per Season
2	Fairs/Festivals/Mass Gatherings	3	3 per Event
3	Recreational Water Facilities	13	26 per Season
4	Organized Camps	3	3 per Year
5	Parks/Forests	24	24 per Year

Sewage

Establishment or Discipline		Number
1	Alternative System	2
2	Home Aeration Unit	4
3	Standard Individual Systems	40
4	Sewage Tank Cleaners	0

Water

Establishment or Discipline		Number
1	Individual Supply	20

Permit Fees

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Permit Fees

Permit		Fee for Permit as of July 1
1	Permit Late Fee Charged	True
2	Bed And Breakfast Fee	\$48.25
3	Mass Gathering (includes fairs, festivals, concerts) Fee	\$0.00
4	Care Facilities Fee	\$50.00
5	School (Physical) Fee	\$0.00
6	Mobile Food Unit Fee	\$100.00
7	Organized Camp Fee	\$0.00
8	Recreational Water Facility Fee	\$100.00
9	Retail Food Store (1 Checkout) Fee	\$50.00
10	Retail Food Store (2 Checkouts) Fee	\$100.00
11	Retail Food Store (3 Checkouts) Fee	\$150.00
12	Retail Food Store (4 Checkouts) Fee	\$200.00
13	Retail Food Store (5 Checkouts) Fee	\$250.00

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Permit Fees

14	Retail Food Store (6 or More Checkouts) Fee	\$300.00
15	Temporary Food Service Establishment Fee	\$50.00
16	Vending Machine Permits Fee	\$50.00
17	Water Well Permits Fee	\$100.00
18	Campground Permits (1-10 Sites) Fee	\$50.00
19	Campground Permits (11-14 Sites) Fee	\$70.00
20	Campground Permits (15 Sites) Fee	\$75.00
21	Campground Permits (20 Sites) Fee	\$78.00
22	Campground Permits (25 Sites) Fee	\$78.00
23	Campground Permits (30 Sites) Fee	\$78.00
24	Campground Permits (35 Sites) Fee	\$78.00
25	Campground Permits (40 Sites) Fee	\$156.25
26	Campground Permits (45 Sites) Fee	\$156.25
27	Campground Permits (50 Sites) Fee	\$156.25

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Permit Fees

28	Campground Permits (55 Sites) Fee	\$156.25
29	Campground Permits (60 Sites) Fee	\$156.25
30	Campground Permits (65 Sites) Fee	\$156.25
31	Campground Permits (70 Sites) Fee	\$156.25
32	Campground Permits (75 Sites) Fee	\$156.25
33	Campground Permits (80 Sites) Fee	\$234.50
34	Family Day Care (7-12 Children) Fee	\$50.00
35	Day Care Centers (13-25 Children) Fee	\$100.00
36	Day Care Centers (>25 Children) Fee	\$150.00
37	Food Service Establishment (Seating 0-20) Fee	\$100.00
38	Food Service Establishment (Seating 21-50) (old 21-35) Fee	\$200.00
39	Food Service Establishment (Seating 21-50) (old 36-50) Fee	\$250.00
40	Food Service Establishment (Seating 51-80) (old 51-75) Fee	\$300.00
41	Food Service Establishment (Seating 51-80) (old 76-80) Fee	\$300.00

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Permit Fees

42	Food Service Establishment (Seating Over 80) Fee	\$400.00
43	Food Service Establishment w/ Liquor add Fee	\$100.00
44	Hotel/Motel (0-20 Rooms) Fee	\$100.00
45	Hotel/Motel (21-50 Rooms) (old 21-35) Fee	\$100.00
46	Hotel/Motel (21-50 Rooms) (old 36-50) Fee	\$200.00
47	Hotel/Motel (51-80 Rooms) (old 51-75) Fee	\$200.00
48	Hotel/Motel (51-80 Rooms) (old 76-80) Fee	\$300.00
49	Hotel/Motel (Over 80 Rooms) Fee	\$400.00
50	Individual, Innovative & Alternative Sewage Systems - Conventional Single Family Dwelling Fee	\$150.00
51	Individual, Innovative & Alternative Sewage Systems--All other types Fee	\$300.00
52	Manufactured Home Communities (Up to 20 Sites) Fee	\$78.00
53	Manufactured Home Communities (25 Sites) Fee	\$78.00
54	Manufactured Home Communities (30 Sites) Fee	\$78.00
55	Manufactured Home Communities (35 Sites) Fee	\$78.00

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Permit Fees

56	Manufactured Home Communities (40 Sites) Fee	\$156.00
57	Manufactured Home Communities (45 Sites) Fee	\$156.00
58	Manufactured Home Communities (50 Sites) Fee	\$156.00
59	Manufactured Home Communities (55 Sites) Fee	\$156.00
60	Manufactured Home Communities (60 Sites) Fee	\$156.00
61	Manufactured Home Communities (65 Sites) Fee	\$156.00
62	Manufactured Home Communities (70 Sites) Fee	\$156.00
63	Manufactured Home Communities (75 Sites) Fee	\$156.00
64	Manufactured Home Communities (80 Sites) Fee	\$234.50
65	Subdivisions (1-5 Lots) Fee	\$100.00
66	Subdivisions (6-10 Lots) Fee	\$100.00
67	Subdivisions (11 Lots) Fee	\$110.00
68	Subdivisions (12 Lots) Fee	\$120.00
69	Subdivisions (13 Lots) Fee	\$130.00

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Permit Fees

70	Subdivisions (14 Lots) Fee	\$140.00
71	Subdivisions (15 Lots) Fee	\$150.00
72	Subdivisions (16-18 Lots) Fee	\$180.00
73	Subdivisions (19-23 Lots) Fee	\$230.00
74	Subdivisions (24 Lots) Fee	\$240.00
75	Subdivisions (25 Lots) Fee	\$250.00
76	Subdivisions (26 Lots) Fee	\$260.00
77	Subdivisions (27 Lots) Fee	\$270.00
78	Subdivisions (28 Lots) Fee	\$280.00
79	Subdivisions (29 Lots) Fee	\$290.00
80	Subdivisions (30 Lots) Fee	\$300.00
81	Tattoo Studios Fee	\$200.00
82	Body Piercing Studio Fee	\$200.00
83	Sewage Cleaning Trucks Fee	\$16.00

Service Fees

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Service Fees

Service		Fee for Service as of July 1
1	Duplicate Foodhandler's Card Fee	\$0.00
2	Food Worker Training-food handler's card- Volunteer/non-profit Fee	\$10.00
3	Food Worker Training--food handler's cards Fee	\$10.00
4	Campground Re-Inspection Fee	\$0.00
5	Child Care Center Re-Inspection Fee	\$0.00
6	Food Establishment Re-Inspection Fee	\$25.00
7	Hotel/Motel/ Lodging Re- Inspection Fee	\$0.00
8	Manufactured Home Community Re-Inspection Fee	\$0.00
9	Recreational Water Facilities Re-Inspection Fee	\$0.00
10	School Re-Inspection Fee (physical plant only) Fee	\$0.00
11	Sewage Re-Inspection Fee	\$25.00
12	Tattoo Studio/ Body Piercing Studio Re-Inspection Fee	\$0.00
13	Food Establishment Plan Review Fee (0-35 Seating Capacity) Fee	\$0.00

Full Program Plan Report

Randolph-Elkins Health Department

2016 Reporting Year

Service Fees

14	Food Establishment Plan Review Fee (36-75 Seating Capacity) Fee	\$0.00
15	Food Establishment Plan Review Fee (76 and Over Seating Capacity) Fee	\$0.00
16	Other Facilities Plan Review Fee Fee	\$0.00
17	Home Loan Evaluations-Individual Water Wells Fee	\$150.00
18	Home Loan Evaluations-Sewage Only Fee	\$150.00
19	Home Loan Evaluation -Water & Sewage Fee	\$150.00
20	Home Loan Evaluation -New Installation Fee	\$0.00
21	Home Loan Evaluations-Additional Visits Fee	\$0.00
22	Home Loan Evaluations-Sanitarian Fee Fee	\$0.00
23	Individual Water Samples Fee	\$30.00
24	Individual Water Sample Follow-up/Re-sample Fee	\$30.00
25	Subdivision Site Inspection Fee	\$0.00
26	Subdivision Consultation (No Charge if accompanied with a permit) Fee	\$0.00
27	Homeowner Installer's Test Fee	\$10.00

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Service Fees

28	Community Water Consultation (No Charge if accompanied with a permit) Fee	\$0.00
29	Health Education Fee	\$0.00
30	Consultative Services (normally done in the field) Fee	\$0.00
31	School Lunch Inspections Fee	\$0.00
32	School Physical Inspections Fee	\$0.00
33	Indoor Air Quality Evaluation (excluding cost of sample collection and/or analysis) Fee	\$0.00
34	Nuisance Complaint Investigation Fee	\$0.00
35	Animal Specimen/Rabies Testing (including head removal) Fee	\$0.00
36	Animal Bite Inspections Fee	\$0.00
37	Duplicate Permit Fee	\$0.00
38	Change of Installer Fee	\$0.00
39	Permit Re-Issue Fee	\$75.00
40	Food handlers card 3-year profit or non-profit Fee	\$0.00
41	Septic tank perc test inspection Fee	\$0.00

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Service Fees

42	Septic tank final inspection Fee	\$0.00
43	Field visit 2 hours (currently food handler class on-site) Fee	\$12.50
44	DEP Sewage Tank Registration-that portion returned to LHD Fee	\$15.00

Threat Preparedness

Primary Location:

Davis Medical Center

Additional Location:

Elkins, WV 26241

(304) 636-3300

Feedback / Ideas

Promising Practices

Promising Practice #1

Topic Area

- | | |
|---|---|
| <input type="checkbox"/> Community Health Assessment/Surveillance | <input type="checkbox"/> Administrative |
| <input type="checkbox"/> Communicable Disease Prevention/Control | <input type="checkbox"/> Emergency Preparedness |
| <input type="checkbox"/> Chronic Disease Prevention | <input type="checkbox"/> Other |
| <input type="checkbox"/> Environmental Health Protection | |

Specific Issue Addressed

Full Program Plan Report

Randolph-Elkins Health Department

2016 Reporting Year

Brief Description of Activity/Project

Impact/Outcome

Promising Practice #2

Topic Area

- | | |
|---|---|
| <input type="checkbox"/> Community Health Assessment/Surveillance | <input type="checkbox"/> Administrative |
| <input type="checkbox"/> Communicable Disease Prevention/Control | <input type="checkbox"/> Emergency Preparedness |
| <input type="checkbox"/> Chronic Disease Prevention | <input type="checkbox"/> Other |
| <input type="checkbox"/> Environmental Health Protection | |

Specific Issue Addressed

Brief Description of Activity/Project

Impact/Outcome

Promising Practice #3

Topic Area

- | | |
|---|---|
| <input type="checkbox"/> Community Health Assessment/Surveillance | <input type="checkbox"/> Administrative |
| <input type="checkbox"/> Communicable Disease Prevention/Control | <input type="checkbox"/> Emergency Preparedness |
| <input type="checkbox"/> Chronic Disease Prevention | <input type="checkbox"/> Other |
| <input type="checkbox"/> Environmental Health Protection | |

Specific Issue Addressed

Brief Description of Activity/Project

Impact/Outcome