Applications submitted or post marked after Feb. 15, 2024 are subject to a $163 late fee. This covers the firm and one installer. We will add a $43 late fee for each additional individual application. This includes incomplete applications.

Installation firms must:

- Complete an application.
- Pay a $543 certification fee.
- Have a valid OnlineRME account (if performing reportable O&M maintenance).
- List certified individuals employed by Firm. We require a minimum of 1 certified individual if the firm inspects or installs tanks.
- Provide a copy of your firm’s valid contractor license.
- Provide proof of general liability insurance of $1,000,000, or more per occurrence.

Your certification is valid through March 15, 2025 if we have up-to-date copies of your insurance and contractor’s license. If you renew your insurance or license and do not provide us a copy, we must:

- Remove you from our list of certified professionals.
- Cancel your access to OnlineRME account (if applicable).
- Not issue permits until your certification is current.

Installers must:

- Complete an application.
- Pay a $326 certification fee for each individual.
- Provide Continuing Education Units (CEU) earned within the past 12 months (March 16, 2023– March 14, 2024) related to sewage/septic/O&M with your application.
  - See application for required hours and back page for examples of accepted CEU’s.
- Attach a copy of certificate of successful completion if you completed any new training on a proprietary system.

We will notify you if your application is incomplete. We can’t recertify you in Pierce County until resolved.

Questions about certification process? Contact us at (253) 649-1860 or oscp@tpchd.org.
Reciprocity
Individuals who haven’t completed a certification exam in Pierce County but are currently certified and in good standing in another Washington State county with similar certification standards are eligible for certification.

On-site sewage system (OSS) course examples for Certified Professional CEUs:

- General maintenance or O&M for OSS.
- O&M for proprietary systems.
- OSS Installation training.
- OSS related safety training.
- OSS related conferences.
- Tacoma-Pierce County Health Department septic industry meetings and workshops.
- Recommended Standards and Guidance (RS&G) or regulation training.
- OSS troubleshooting.
- OSS timer panel/electrical training.
- Septic Pumper training.
- Soils training.
- OSS worker first aid training.
- Public Health related conferences.
- WOSSA & NOWRA trainings.
- FOWA training (on broad/universal topics only)

If you received training not listed in the categories above, we require a syllabus, agenda and any additional information to determine suitability of CEUs.

Questions about CEUs? Contact us at (253) 649-1860 or oscp@tpchd.org.