

REQUEST FOR SANITATION INSPECTION INSTRUCTIONS

PURPOSE:

This form is to be used to request a sanitation inspection once an application has been made for a resource provider family group home license and prior to license renewal. This form is necessary only when the home is not connected to a public water supply and/or sewage system.

This form can also be used for any resource home that is not connected to a public water supply and/or sewage system if there are concerns at the time of licensure and license renewal.

NUMBER OF COPIES AND DISPOSITION:

The form, with the top sections completed, is sent to the Local Public Health Agency for requesting the inspection. Worker will determine who to contact by utilizing the [Directory of Local Public Health Agencies](#). Call the number provided for the county where the provider resides and request to speak to the individual that handles sanitization inspections.

INSTRUCTIONS FOR COMPLETION:

Complete the first section after determining whom the request is to be sent according to the Local Public Health Agency.

Complete the next section with the name(s) of the resource provider, address, phone number and directions to the home.

Check appropriate box for Initial application or License renewal.

Complete the last section with the name of the resource worker and address for the health inspector to return the completed form.

INSTRUCTIONS FOR RETENTION:

Once the health department has completed the form and returned it to the worker the form is placed in the forms section of the resource provider case file.

MEMORANDA HISTORY:

CS88-3
[CD09-41](#)