



Island County Public Health

Mailing Address: 1 NE 7th Street, Coupeville, WA 98239

Physical Address: 1 NE 6th Street, Coupeville, WA 98239

Ph: Whidbey 360-679-7350 | Camano 360-678-8261 | N Whidbey 360-240-5554

Email: publichealth@islandcountywa.gov | www.islandcountywa.gov

After Passing WOSSA MSP Exam Procedures

- The following are required to be submitted after passing the WOSSA MSP Exam to become licensed
 - Complete MSP Application
 - Fee of \$579.00
 - Required Bond on our form:
 - \$30,000 for the Specialist License
 - \$10,000 for the Tech License
 - A copy of the passing WOSSA exam certificate or if you are licensed in another county, a copy of that license
 - A current copy of your Contractor's License
 - If an Island County licensed MSP plans to dig/excavate soil or perform repairs to Onsite Sewage Systems, they must hold a Contractor's License through the Washington State Department of Labor and Industries. You can contact them at www.lni.wa.gov or 1-800-647-0980
- Inspections are entered into a database called OnlineRME. Please contact them at 888-963-9608 to set up an account so you can input your inspections. They will give you a code. Contact us with the code so we can accept you into the database. Contact either Amanda, Haley (below) or Linda Hammer at 360-679-7349 or Lindah@islandcountywa.gov
- The following run our Operations and Maintenance program. For questions or concerns, their contact information is below
 - Haley Robinson – 360-678-2330 – H.Robinson@islandcountywa.gov
 - Adam Lind – 360-678-7940 – A.Stevenson@islandcountywa.gov
 - General questions email - Operationsandmaintenance@islandcountywa.gov
- Annual Licensing
 - We will mail out licensing packets mid to end of October. Complete licensing packets are due by **December 15th**
 - Required items:
 - Signed Invoice with corrections made
 - Current renewal fee
 - \$30,000 or \$10,000 bond or Continuation Certificate expiring December 31st of the licensing year
 - Current copy of Contractor's license
 - Incomplete packets will be mailed back

***If you are not licensed in the new year, you will lose access to OnlineRME until you are licensed

Link for required documents: <https://www.islandcountywa.gov/661/Documents-and-Forms>

**For any questions, please contact Linda Hammer @ Lindah@islandcountywa.gov