



West Virginia Department of Health and Human Resources

MANUAL OF ENVIRONMENTAL HEALTH PROCEDURES

Section	Administration	Date	December 7, 2015	Procedure #	A-17		
Subject	Frequency of Inspections and Sampling			Page	1	of	2

The purpose of this procedure is to provide a consolidated summary of the required frequency of inspections and sampling for each activity. The inspection and sampling frequency is generally mandated by law or rule. The frequencies are considered minimums necessary for a sound environmental health program.

ACTIVITY

FREQUENCY

FOOD

Farmers Market Vendors	2 per season
Food Establishments	2 per year
Food Manufacturers	1 per year
Food Samples	As needed or requested
School Lunch Programs	2 per year
Temporary Food Establishments	2 per event (opening inspection prior to use)
Vending Machines (PHF)	2 per year
Water Samples (Transient Public Supplies) *	1 per year

GENERAL

Animal Bites	As needed or requested
Body Piercing and Tattoo Studios	1 per year
Campgrounds	1 per year
Care Facilities (adult day care, emergency shelter, group home)	1 per year
Child Care Centers	2 per year
Colleges & Universities	Complaint basis only
Fairs, Festivals and Mass Gatherings	1 per event
Housing (public and private)	As needed or requested
Institutions (college/university, detention center, jail, prison)	1 per year
Labor Camps	1 per year
Lodging Facilities (hotels, motels, bed & breakfast, cabins)	1 per year
Manufactured Home Communities	1 per year
Organized Camps	1 per year
Outbreak Investigations	As needed or requested
Parks and Playgrounds	1 per year
Public Restrooms (in unregulated facilities)	Complaint basis only
Schools (physical plant)	1 per two years
Water Samples (Non-Transient and Transient Public Supplies) *	1 per year

ACTIVITY	FREQUENCY
<u>MILK</u>	
Bulk Milk Tanker Truck Evaluations	1 per year
Bulk Milk Hauler Evaluations	1 per 2 years
Distribution Stations	4 per year
Pasteurization & Frozen Dessert Plants	4 per year
Pasteurized Milk & Milk Product Samples	As scheduled by OLS
Producer Dairy Farms	4 per year
Raw Milk Samples (tanker trucks & bulk storage tanks)	4 samples every 6 months
<u>RECREATION</u>	
Recreational Water Facility Inspections Samples	2 per year/season 2 sets per year, 1 at opening for outdoor (sample set = 1 shallow, 1 deep, 1 wading) (bathing beach set = 2 different locations)
<u>SEWAGE</u>	
Individual HAU's and other surface discharging systems	Initial installation or complaint
Home Loan Evaluations	As needed or requested
On-Site Sewage System Inspections	Initial installation and complaint basis
Sewage Tank Cleaning Truck Inspections	1 per year
<u>WATER</u>	
Bottled Water Plant Inspections Samples	1 per year During routine facility inspection
Ice Manufacturing Plant Inspections Samples	1 per year 1 per year
Individual Well Inspections Samples	Initial installation As needed or requested
Community Water Supply Inspections Samples	1 per 3 years ** As indicated by EED District Engineer
Non-Community Water Supply Inspections Samples	1 per 5 years ** As indicated by EED District Engineer
Potable Water Hauler Inspections	As needed or requested
*Water Samples for Transient and Non-Transient Public Supplies for permitted facilities only	
**Public Water Systems are inspected by EED District Offices	

References

History Replaces A-17 dated January 20, 2008

Attachments