



Departments of Licenses & Inspections and Public Health

2020 School Inspection Program



Goal: Present the **6 items** necessary to obtain a **Certificate of Special Inspection** which is required to continue operating after August 1, 2020

Agenda:

1. Introduction
 2. Certificate of Special Inspection Requirements
 3. Inspection Expectations
 4. eCLIPSE Submission Process for Building Certifications
 5. Questions and Answers
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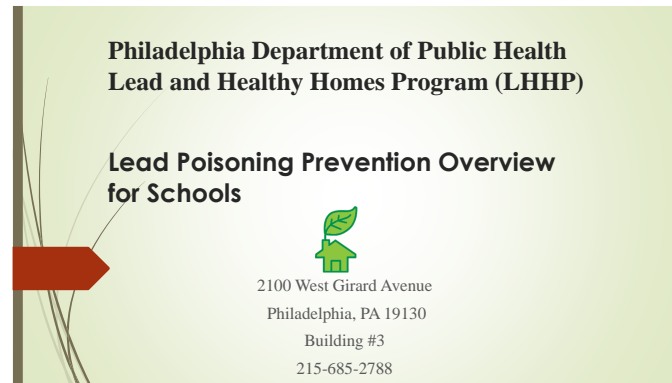
1. Lead Paint Assessment

- Areas that are regularly occupied by children within school buildings built prior to 1978 must be assessed as safe from lead paint hazards by a certified lead inspector.
- Certifications and test results must be submitted to the Department of Public Health.



2. Water Quality Assessment

- Test results demonstrating that the water in your school meets the water quality standards of the Philadelphia Board of Health.
- Must have been submitted to the Department of Public Health within the past five years or new testing is required.



Philadelphia Department of Public Health Lead and Healthy Homes Program (LHHP)

Lead Poisoning Prevention Overview for Schools



2100 West Girard Avenue

Philadelphia, PA 19130

Building #3

215-685-2788



Lead Poisoning Prevention Overview for Schools

- Introduction
- Why it is important to be concerned?
- What regulations should we know to protect our children?
- What steps should we take to protect our children and be in compliance with regulations?



Lead Poisoning Prevention Overview for Schools

Why it is important to be concerned?

Lead poisoning is very dangerous, especially for children under 6 years old.

- Lead can cause serious learning and behavior problems.
- Lead poisoning hurts the brain and nervous system.
- Lead in a child's body can make it hard to pay attention and learn.
- Some of the effects of lead poisoning may never go away.
- Even a small amount of lead poisoning is harmful.
- It is very important to **prevent** your children from being harmed by lead.



Lead Poisoning Prevention Overview for Schools

What regulations should we know to protect our children?

The Philadelphia Codes Section A-703 (Ordinance Bill No. 180700 and Bill No. 160618) provides lead paint and water testing requirements for educational facilities as the followings:

- ▶ That all schools and day care facilities in Philadelphia test all potable water outlets for lead and ensure that pipes and fixtures connecting schools and day care centers to the city's water supply do not compromise children's health.
- ▶ That all educational facilities areas that are regularly occupied by children within school buildings built prior to 1978 must be assessed as safe from lead paint hazards by a certified lead inspector.



Lead Poisoning Prevention Overview for Schools

- ▶ The educational facilities must initially be in compliance with the water testing before April 1, 2018 and the subsequent test results are due **every 5 years**.
- ▶ All water outlet tests must be analyzed by certified PA Department of Environmental Protection laboratory.
- ▶ Any water outlet determined to exceed **10 ppb** or more shall be taken out of service within 24 hours of the notification of the relevant test and an action plan must be submitted to our unit for review.
- ▶ All educational areas where children occupies shall be safe from lead paint hazards and free from any condition that may cause exposure to lead-contaminant paint dust or debris.
- ▶ Institution Management shall ensure no fewer than 10 days to notify pending inspection and scope of work to staff employees and parents of children.



Lead Poisoning Prevention Overview for Schools

- ▶ Institution Management shall ensure no more than 10 days to notify completion of inspection and results indicating conditions on their website.
- ▶ Institution Management shall take appropriate steps to achieve certification within 90 days of the adverse findings. During the stabilization or remediation work, they shall not allow students to occupy the affected portion of the building.
- ▶ Institution Management shall ensure advance notice of any type of remediation, abatement or clean up work and the results must be posted on their website with in 10 days after completion.

Facility shall provide running water and a safe and adequate supply of drinking water that complies with the standards established under the Pennsylvania Safe Drinking Water Act (35 P. S. §§ 721.1—721.17)



Lead Poisoning Prevention Overview for Schools

- ▶ Web Sites Links for

Ordinance Bill No. 180700-

[https://www.phila.gov/media/20191125142540/
CertifiedCopy18070001-Lead-Inspection-in-
Schools.pdf](https://www.phila.gov/media/20191125142540/CertifiedCopy18070001-Lead-Inspection-in-Schools.pdf)

Ordinance Bill No. 160618-

[https://www.phila.gov/media/20191125142441/
School-Water-CertifiedCopy16061801.pdf](https://www.phila.gov/media/20191125142441/School-Water-CertifiedCopy16061801.pdf)



Lead Poisoning Prevention Overview for Schools

- ▶ **What steps should we take to protect our children and be in compliance with regulations?**
- ▶ The provider must submit a lead safe or lead free certification provided by a risk assessor or EPA lead dust wipe sampling technician to our LHP unit for review and approval. The lead safe or free certificates must include the laboratory reports and/or inspection reports of the building.
- ▶ The provider must submit also water laboratory results for testing all water outlets at the facility including the following items:
 - ▶ A cover letter that identifies the name, address, and contact information for your facility.
 - ▶ A laboratory report that shows the date of sampling, the name of the laboratory performing the lead test, and the lead result for a water sample from each potable (drinkable) water tap. Results must be from a laboratory accredited to perform lead contamination analysis by the Pennsylvania Department of Environmental Protection (DEP).



Lead Poisoning Prevention Overview for Schools

- ▶ If any of the lead results equal or exceed the threshold of 10 parts per billion, you must discontinue use of the tap immediately (within 24 hours). Report your response action(s) to finding an elevated lead level in the cover letter to us. Any tap with an elevated lead level may be put back into service only after corrective action has been taken and a repeat lead test has shown the level to be less than 10 parts per billion.
- ▶ A statement that you have made the results of water lead testing generally available to the public within 10 days of receiving results. This information should be placed in the cover letter.
- ▶ Upon receipt of all required information, the Health Department will issue a certificate/letter of compliance. The certification will be sent to the contact information that you provide in the cover letter.
- ▶ If the information that you provide is insufficient to issue a certificate of compliance, your facility will be notified of the reason for non-compliance within 30 days.
- ▶ The email to send the reports is **WaterLeadTesting@phila.gov**



Lead Poisoning Prevention Overview for Schools

What additional steps should we do if we find lead levels in water higher than 10 ppb?

- ▶ If the result for the water outlet is above 10 ppb, then the out is immediately shut down while an action plan is developed.
- ▶ Action plans are implemented with 30 day from the receipt of the result and may include the following remediation actions:
 - ▶ Removal of the water outlet
 - ▶ Repair to the water outlet
 - ▶ Application of a filter
 - ▶ Replacement of the water outlet with the state of the art hydration station.
 - ▶ Physical signs should be affixed to sinks and faucets that should not be used for drinking water. (Example- Toilet room hand sink)



Lead Poisoning Prevention Overview for Schools

► Lead and Healthy Homes Program

Provide information/referrals/training to promote healthy homes and prevent lead poisoning

Enforce lead laws and regulations, in collaboration with the Philadelphia Law Department.

In-home services to eligible families (home inspection and remediation)



Lead Poisoning Prevention Overview for Schools

Lead and Healthy Homes Program (LHHP)

215-685-2788

2100 W Girard Ave Bldg. #3

Philadelphia, PA 19130


► <http://epa.gov/lead>

► <https://www.phila.gov/programs/lead-and-healthy-homes-program/>

Email- Jose.R.Ramos@phila.gov




3. Drinking Water Fountains

- A minimum of one operational water fountain per 100 students or fraction thereof with at least one operational water fountain on each floor is required.
 - Water dispensers may be provided in lieu of 50% of the required water fountains.
 - Verification will be made during the annual inspection of your school by the Department of Licenses and Inspections.
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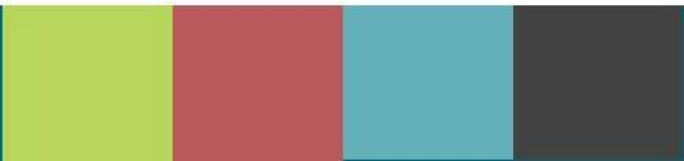
4. Fire Protection Systems Certification

- All fire protection systems must be certified annually by a contractor licensed for that specialty:
 - ✓ Fire Alarm (all)
 - ✓ Sprinkler Systems
 - ✓ Standpipes
 - ✓ Kitchen Exhaust Hood Suppression
 - Certification must be submitted to the Department of Licenses and Inspections during the annual inspection.
- 




5. Electrical System Certification

- The school's electrical system must be certified annually by a licensed electrical contractor or electrical inspection agency
- Certification must be submitted to the Department of Licenses and Inspections electronically prior to the annual inspection.





6. Fire and Property Maintenance Code Inspection

- The Department of Licenses and Inspections must inspect your school annually for compliance with the Fire Code and the Property Maintenance Code.
 - Inspectors will contact the school representative to schedule a time for the inspection.
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School Inspection Expectations






Pre-Inspection Checklist

- ❑ **Provide building certifications:**
 - ❑ Electrical Inspection Certification
 - ❑ Fire Alarm Certification
 - ❑ Sprinkler Certification where required
 - ❑ Special Hazards Certification
 - ❑ **Health Department requirements:**
 - ❑ Lead Paint Assessment
 - ❑ Water Quality Testing
 - ❑ **Prepare required materials for inspection:**
 - ❑ Fire Drill Records
 - ❑ Fire Evacuation Plan
 - ❑ Shelter-in-Place Plan
 - ❑ Flame Propagation Records for Curtains/Draperies
 - ❑ **Inspector contacts school to schedule inspections**
- 



What to expect during your inspection


- Inspector needs access to all areas of use of the space which includes:
 - Equipment rooms
 - Below grade spaces
 - Closets
 - Chemistry rooms or labs
 - Computer rooms
 - A responsible party must accompany the inspector during the inspection
 - Inspectors will focus on fire safety matters to include:
 - Egress corridors are clear
 - Exit doors are clearly marked and operable
 - Fire protection systems (fire alarm, sprinkler, kitchen suppression, emergency lighting) are currently certified and in operable condition
 - Fire extinguishers are mounted, tested and tagged
 - Lawful Occupancy Signs must be displayed in assembly areas (50 or more)
 - Special Hazard Areas (e.g. boiler, electrical rooms) must be free of storage
- 




Post-Inspection

- You may receive a Notice of Violation detailing violations found and requiring correction within a defined period of time
- Inspectors may request a follow-up inspection
- If the school is found to be in Substantial Compliance a Special Certificate of Inspection will be issued; schools may not operate without this certificate. We ask that this certificate be posted prominently in a common area of the school.
 - If the school is **not** in substantial compliance inspectors will indicate which immediate corrections are required and provide a time frame for compliance. Corrections prohibiting the issuance of the Certificate must be reinspected and approved before the required certificate can be issued.





Submitting a Building Certification through eCLIPSE





What to know before submission

- Before you hire a contractor, you are strongly encouraged to verify they are licensed with the City by using the tools on the L&I website
- In order to submit a building certification online, you must have a trade license linked to your eCLIPSE account*
- Below is a breakdown of what type of license or registration is required to submit each building certification or report:
 - Electrical Contractor
 - Emergency and Standby Systems Certification
 - Fire Alarm Certification
 - Electrical Certification
 - Fire Alarm Inspector
 - Fire Alarm Certification
 - Fire Suppression Contractor
 - Special Hazards Certification
 - Sprinkler Certification
 - Electrical Inspection Agency
 - Electrical Certification

*Please review our website for details related to trade licensing: www.phila.gov/li





Home

If you have an existing **Activity License**, please click "Associate an Activity License" to connect it to your account. If you do not have an Activity License, please click "Register for a New Activity License."

To associate an existing **Trade License** with your account, you will need the online identification number which is listed on your renewal invoice. **IMPORTANT: Licenses are not available for renewal until 45 days prior to the expiration date.** Contact [Licenses & Inspections](#) or call 311 (215-686-8686) if you have not received an invoice. For assistance, please click [here](#).

ACTIVITY LICENSES

- [Register for a New Activity License](#)
- [Associate an Activity License](#)

- [Apply for a Registration](#)

BUSINESS LICENSES

- [Apply for a Business License](#)
- [Renew a Business License](#)

TRADE LICENSES

- [Apply for a Trade License](#)
- [Renew a Trade License](#)
- [Amend a Trade License](#)
- [Associate a Trade License](#)

PERMITS & CERTIFICATES

- [Apply for a Permit or Get a Certificate](#)
- [Associate with a Permit / Project](#)

OTHER

- [Submit Building Certification](#)
- [Create a Project](#)

Click to submit building cert or report.



Building Certification BC-2020-000012 (Draft)

LOCATION

Addressed Location

Please select the **address** for the building you are certifying. If your address has multiple buildings and you are unsure which to select, click the blue help icon (?) for more information.

* Address:

Step 1: Select building address.



Click for additional help.

CERTIFICATION DETAILS

* Contractor:

* Type of Certification:

Step 2: Select license or registration.

* Inspection Date:

Step 4: Add inspection date.

Step 3: Select type of cert or report to submit.

In the drop-down menu below, please select the result of the inspection.

Note: Certifications should always have a result of: Certified or Deficient. Reports should always have a result of: Safe, Safe with Repair or Unsafe. The Expiration Date will default to 1 year from the Inspection Date. For certifications that last longer than 1 year, internal staff will update the expiration date after submission. See the blue help icon (?) for more information.

* Inspection Result:

Step 5: Select inspection result. Certifications are 'Certified' or 'Deficient'. Reports are 'Safe', 'Safe with Repair' or 'Unsafe'.

UPLOAD INSPECTION DOCUMENT

Step 6: Upload inspection document.

File Name

Description

Delete

Step 7: Submit cert or report for review.




What to know after submission

- Any certifications submitted as deficient will be investigated by an inspector
- Once you have submitted your Building Certification, L&I will notify you if there are any issues found with your submission.
- Note: You will not be able to update or manage your submissions from your account. All updates will require a new submission.





Key Contacts

- L&I Questions: schoolinspectionsli@phila.gov
 - **Lead and Healthy Homes Program (LHHP)**
215-685-2788
2100 W Girard Ave Bldg. #3
Philadelphia, PA 19130
<http://epa.gov/lead>
<https://www.phila.gov/programs/lead-and-healthy-homes-program/>
Email- Jose.R.Ramos@phila.gov
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Questions?

