



ST. JOSEPH COUNTY
DEPARTMENT OF HEALTH
Prevent. Promote. Protect.

FEE SCHEDULE (2024)

In person business transactions gladly accepted between the hours of 8:00 am and 4:00 pm.

Payments Accepted:

In-person: Cash, Visa, MasterCard, Discover, American Express, Money Order / Cashier's Check and Business Check (made payable to St. Joseph County Department of Health) – Personal checks are not accepted.

On-Line: Visit www.sjcindiana.com to pay with Visa, MasterCard, Discover or American Express.

US Mail: Money Order / Cashier's Check, Business Check (made payable to St. Joseph County Department of Health) – Personal checks are not accepted

UPS Next Day Delivery (Birth and Death Records only): Visit www.VitalChek.com.

All in-person AND online credit card and debit card payments will be charged a transaction fee of 2.55% or \$1.55, whichever is greater.

ENVIRONMENTAL HEALTH

- SEPTIC**

Cluster System Installation	\$1,250.00
Cluster System Operating Permit - (Every 3 years)	\$600.00
Commercial - (New & Replacement Construction)	\$375.00
Commercial Repair	\$125.00
Contractor Registration - (Company)	\$375.00/year
Health Officer's Report	\$125.00/lot (\$875.00 max.)
Inspector License - (Licensed Contractors Do Not Pay)	\$250.00/year
Installer License - (Individual)	\$150.00/year
Residential - (New & Replacement Construction)	\$275.00
Residential Repair - (Tank Only)	\$100.00
Schematics/Maps/Drawings	\$.05/page
Schematics/Maps/Drawings - (Sent Out to Copy)	Actual cost
Septic Violation - 1 st Offense	\$750.00
Septic Violation - 2 nd Offense	\$5,000.00
Septic Violation - 3 rd Offense (and each subsequent)	\$10,000.00/each offense

- WELL DRILLING**

Commercial - (New & Replacement Construction)	\$225.00
Contractor Registration	\$200.00
No Well Abandonment	\$150.00
Non-Potable/Monitoring Wells/Geothermal	\$75.00/well (\$450.00 max.)
Residential - (New & Replacement Construction)	\$200.00

- WELLHEAD PROTECTION**

Small - (1 threat to groundwater)	
Application Fee - (Every 3 years)	\$150.00
Permit and Inspection Fee	\$175.00
Medium - (2 or 3 threats to groundwater)	
Application Fee - (Every 3 years)	\$225.00
Permit & Inspection Fee	\$300.00
Large - (More than 3 threats to groundwater)	
Permit & Inspection - (Every 3 years)	\$325.00
Permit and Inspection Fee	\$425.00
Drywell Only	
Application Fee - (Every 3 years)	\$150.00
Annual Permit & Inspection fee	N/A

Late Fee	25%/month
• CAFO	
Permit - (Every 5 years)	\$600.00
• MASSAGE	
Establishment	\$225.00/year
Therapist	\$100.00/year
Late Fee	25%/month
• TATTOO AND BODY PIERCING	
Practitioner	\$225.00
Establishment	\$250.00
Permanent Make-Up	\$250.00
Mobile Facility	\$250.00
Temporary	\$100.00
Apprentice	\$100.00
Late Fee	25%/month
• TRASH	
Trash Hauler Permit	\$75.00/truck/year
Late Fee	25%/month
• MISCELLANEOUS	
Copies including FOIA/APRA Requests	\$.05/page

FOOD SERVICES

- ANNUAL FOOD SERVICE/STORE ESTABLISHMENT PERMIT**

GROSS SALES FROM/TO

\$0.00 TO \$49,999.99	\$85.00
\$50,000.00 – \$149,999.99	\$115.00
\$150,000.00 – \$249,999.99	\$145.00
\$250,000.00 – \$499,999.99	\$175.00
\$500,000.00 – \$749,999.99	\$225.00
\$750,000 – \$999,999.99	\$275.00
\$1,000,000.00 – \$1,249,999.99	\$350.00
\$1,250,000.00 - \$1,499,999.99	\$375.00
\$1,500,000.00 – And Up	\$425.00
*Late Fee	75% cost of permit
Lost/Stolen/Destroyed Permit	\$25.00

*Late fee will be charged for:

- Retail Food Establishments who fail to apply for a permit before operating an establishment.
- For not obtaining the permit by the renewal date of January 31.
- Retail Food Establishments who fail to obtain their permit within one week of receiving permit approval from the opening inspection.

- PLAN & REVIEW – APPLICATION FOR PERMANENT ESTABLISHMENT FOOD SERVICE / STORE (Includes \$75.00 Application Fee)**

Under 3,000 Square Feet	\$100.00
3,001 to 30,000 Square Feet	\$180.00
30,001 to 40,000 Square Feet	\$260.00
40,001 to 60,000 Square Feet	\$340.00
60,001 Square Feet and Over	\$400.00

- NEW BUSINESS AND/OR OWNERSHIP CHANGE OF ESTABLISHMENT**

Administration/Application Fee	\$75.00
Permit Fee Based on Estimated Gross Sales	See Annual Food Service/Store Establishment Permit Above
Additional Consultation or Inspection Fee	\$35.00/visit

- NEW CONSTRUCTION - FAILURE TO NOTIFY THE DEPARTMENT OF HEALTH - (Plan and Review must also be submitted)**

Late Fee	Fine equal to cost of required Plan and Review
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- CHANGE IN OWNERSHIP - FAILURE TO NOTIFY DEPARTMENT OF HEALTH - (New permit must also be applied for)**

Late Fee	75% cost of permit
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- TEMPORARY PERMIT**

One (1) Day Event	\$35.00
Two (2) to Three (3) Day Event	\$65.00
Four (4) to Ten (10) Day Event	\$150.00
Annual Permit	\$400.00/year
Late Fee	100% cost of permit
Lost/Stolen/Destroyed Permit	\$10.00

- VENDING**

All Machines	\$10.00/machine
Lost/Stolen/Destroyed Permit	\$5.00

- MOBILE FOOD ESTABLISHMENTS - (Trucks)**

Pre-Packaged Items - (i.e. Summer Song, Butcher's Best)	\$100.00/unit
Dispensing Only - (i.e. Cupcakes, etc.)	\$325.00/unit
Food Prep in Unit - (i.e. Taco, Pulled Pork, Etc.)	\$375.00/unit

- SEASONAL MOBILE**

Push Carts - (i.e. Hot Dog and Ice Cream Push Carts)	\$100.00/unit
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- **PROBATION**

Probationary Fee When Placed on Probationary Status	\$200.00
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- **MISCELLANEOUS**

ISDH Certification of Food Handler Requirements (410 IAC 7-22)	\$5.00
St. Joseph County Food Ordinance	\$5.00
Copies	\$.05/page

POOLS AND SPAS

- **SWIMMING POOLS AND SPAS - (January – December)**

Public Swimming Pool	\$155.00
Public Wading Pool	\$85.00
Spa	\$90.00
Late Fee	75% cost of permit

- **SUMMER TIME POOLS - (May – September)**

Public Swimming Pool	\$85.00
Public Wading Pool	\$60.00
Spa	\$65.00
Late Fee	75% cost of permit

- **GOVERNMENT AND SCHOOLS**

Public Swimming Pool	\$85.00
Public Wading Pool	\$60.00
Spa	\$65.00
Late Fee	Exempt

- **POOL REGULATIONS**

County, ISDH + VGB	\$5.00
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HEALTH OUTREACH, PROMOTION AND EDUCATION

- **BLOOD BORNE PATHOGEN CERTIFICATION CLASS***

Individual	\$10.00/person
Organization/Agency 5-15 Participants/Class	\$50.00
Organization/Agency 16-30 Participants/Class	\$100.00
Organization/Agency 31+ Participants/Class	\$150.00

*Individuals and organizations seeking blood borne pathogens training to comply with licensing outside of the Department of Health policy will need to pay a certification class fee. If an organization needs just general information and not required to have a Department of Health certificate, training will be offered at no fee. Individuals/agencies required to have this Blood Borne Pathogen certification as part of the St. Joseph County Department of Health permit/license will not have to pay for the certification class.

NURSING

PLEASE NOTE:

Some insurance companies do not pay for all recommended vaccines. Therefore, we encourage you to confirm your vaccine coverage with your insurance company prior to receiving any vaccines.

- ADMINISTRATION**

Travel Vaccination Consultation	\$20.00/traveler
VFC/Section 317 Administration	\$15.00/dose

- VACCINES**

COVID (6 month - 4 years)	\$200.00/dose
COVID (5 - 11 years)	\$100.00/dose
COVID (12+ years)	\$140.00/dose
DTaP - (Per Dose in a Multiple Shot Series)	\$55.00/dose
DTaP/IPV - (Per Dose in a Multiple Shot Series)	\$80.00/dose
DTaP/IPV-Hep B - (Per Dose in a Multiple Shot Series)	\$100.00/dose
DTaP/IPV-Hib - (Per Dose in a Multiple Shot Series)	\$100.00/dose
Hep A & Hep B - (Per Dose in a Multiple Shot Series)	\$135.00/dose
Hep A Adult - (Per Dose in a Multiple Shot Series)	\$100.00/dose
Hep A Pediatric - (Per Dose in a Multiple Shot Series)	\$60.00/dose
Hep B Adult, 3 doses - (Per Dose in a Multiple Shot Series)	\$75.00/dose
Hep B Adult, 2 doses - (Per Dose in a Multiple Shot Series)	\$145.00/dose
Hep B Pediatric - (Per Dose in a Multiple Shot Series)	\$46.00/dose
Hib - (Per Dose in a Multiple Shot Series)	\$55.00/dose
HPV9 - (Per Dose in a Multiple Shot Series)	\$265.00/dose
Influenza**	\$55.00/dose
Influenza – Pediatric**	\$45.00/dose
Influenza - Flumist**	\$55.00/dose
Influenza - High Dose**	\$80.00/dose
IPV - (Per Dose in a Multiple Shot Series)	\$53.00/dose
Measles, Mumps and Rubella - (Per Dose in a Multiple Shot Series)	\$110.00/dose
Meningococcal - (Per Dose in a Multiple Shot Series)	\$145.00/dose
Meningococcal B - (Per Dose in a Multiple Shot Series)	\$205.00/dose
Measles, Mumps, Rubella and Varicella - (Per Dose in a Multiple Shot Series)**	\$255.00/dose
PCV13 - (Per Dose in a Multiple Shot Series)	\$230.00/dose
PCV 15 - (Per Dose)	\$240.00/dose
PCV20 – (Per Dose)	\$270.00/dose
PPSV23 – (Per Dose)	\$135.00/dose
QuantiFERON	\$35.00/draw
Rabies RIG - (Multiple Doses Based on Patients Weight)**	RIG cost plus \$25.00/dose
Rabies Vaccine - (Per Dose in a Multiple Shot Series)**	Vaccine cost plus \$25.00/dose
Rotavirus - (Per Dose in a Multiple Shot Series)	\$140.00/dose
RSV	\$290.00/dose
RSV Monoclonal Antibody for Children	\$520.00/dose
Tdap	\$70.00/dose
Tetanus/Diphtheria	\$60.00/dose
Typhim	\$100.00/dose
Typhim, Oral - (Total Cost for Four (4) Capsules)	\$95.00
Varicella - (Per Dose in a Multiple Shot Series)	\$165.00/dose
Vaxelis	\$130.00/dose
Yellow Fever**	\$188.00/dose
Zoster**	\$195.00/dose

** Please call (574) 235-9750, Extension 5 to verify availability of vaccine

- **TUBERCULOSIS - (TB)**

TB Test	\$30.00
Basic Tuberculosis Testing Training Class Includes Training Tools, Testing or Retesting for Certification ***	\$50.00/person

*** Please call (574) 235-9750, Extension 5 to verify availability of training.

- **MISCELLANEOUS**

Immunization Record	\$5.00
Set Up Fee for Private Off-Site Clinic DOES NOT include the Cost of the Individual Vaccine	\$30.00/Public Health Nurse
Copies	\$.05/page

VITAL RECORDS

- **BIRTH CERTIFICATES**

Birth Certificate – Regular/Wallet Size	\$20.00/copy
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- **DEATH CERTIFICATES**

Death Certificate – Certified/Non-Certified	\$20.00/copy
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- **CORRECTION’S AND PATERNITY’S**

Correction Affidavits / Amendment and Notifications	\$50.00/correction
Paternity Affidavit upon Marriage/Legitimation	\$100.00/affidavit
Paternity Affidavit	\$100.00/affidavit
Paternity Affidavit copy	\$20.00/affidavit
Paternity Correction copy	\$20.00/correction

- **GENEALOGY SEARCH**

In Addition to Any Cost for Documents Found Being Provided (1-6 names)	\$10.00/search
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- **MISCELLANEOUS**

Home Birth Registration	\$50.00/child
Notary	\$5.00/page