

2013 ANNUAL REPORT

Health Department Report to Ringwood Borough Council

2/5/2014

Ringwood Health Department

Christopher Chapman, Health Officer

Introduction

The Ringwood Health Department is required to operate pursuant to NJAC 8:52 (Public Health Performance Standards for Local Boards of Health) and NJSA Title 26 (Health and Vital Statistics). The Health Department, which carries out the policies of the Board of Health and the NJ State Department of Health, is located in the Ringwood Borough Hall located at 60 Margaret King Avenue, Ringwood, New Jersey.

The Ringwood Health Department consists of the Health Officer, two licensed Registered Environmental Health Specialists (REHS), one Nurse Supervisor and an Administrative Assistant/Certified Municipal Registrar. The Health Officer is licensed by the State and is the Administrative Officer and Supervisor of the Health Department in both Ringwood and Wanaque.

The Health Department pursuant to Chapter BH: 3-6 of the Ringwood Health Code, licenses retail food establishments and performs food surveillance inspections and investigations as prescribed by N.J.A.C. 8:24 “Sanitation in Retail Food Establishments and Food and Beverage Vending Machines”.

Additionally, the Health Officer and REHS conduct the following routine inspections and investigations pursuant to law:

- Public Recreational Bathing
- Schools/ Daycare
- Youth Camps
- Septic
- Kennel
- Childhood Lead Poisoning

The office also takes complaints from the public regarding heat, hot water, public health nuisances, pest and animal bites. The office conducts plan reviews pursuant to law for retail food establishments, pools (public and common-interest community), and individual sewage disposal systems.

Public Health Practice Standards of Performance for Local Boards of Health in New Jersey (NJAC 8:52) requires local public health agencies to provide public health services that include:

- **Administrative services as set forth at NJAC 8:52-5**
 - The Health Officer sits as a member of the Passaic County Public Health Partnership
 - The Health Officer and REHS's take continuing education classes to accumulate a minimum of 15 approved hours to maintain professional licenses.
 - Current organization of department is on file, including emergency response contacts and protocol
 - The Department has a Preparedness plan that is reviewed and updated annually.

- The Health Officer is the Borough Hazmat Coordinator and meets regularly with municipal and county Office of Emergency Management to ensure integration of management planning and response activities.
 - New Jersey Local Health Report is completed and submitted annually
 - Improvement plan has been implemented for
 - Food Safety Training for food handlers
 - Review and update of municipal public health ordinances
- **Health education services as set forth by NJAC 8:52**
 - Ringwood Health Department contracts with Chilton Hospital for Health Education Services. The Health Educator covers both Ringwood and Wanaque educational needs and promotion of health fairs, clinics and health screening.
 - Health Education includes the following programs:
 - Blood Borne Pathogens
 - Health and Safety workshops for local schools
 - Healthy Heart
 - Dental Health
 - Senior Health Fair
 - “*Walk for Your Health*” Walking Club
- **Public health nursing services as set forth in NJAC 8:52-7**
 - Ringwood Health Department has a nurse supervisor who oversees a full time nurse in Wanaque as well as part-time nurses who help with various clinics.
 - Nursing services include:
 - Cancer Screening Clinics
 - Oral
 - Breast
 - Skin
 - Cervical
 - Male Cancer
 - Blood Pressure Screening
 - WIC
 - Child Health Clinic-including physicals
 - Flu Clinic- Adult and Pediatric
 - Blood Borne Pathogen Training for First Responders
 - School Audits
 - Health Fair
 - Investigate and Report Communicable Diseases
 - Investigate and Report Childhood Lead Poisoning

- **Animal Control Services**

- The Health Department is responsible for the licensing of dogs and cats.
- Animal control services are coordinated with a Certified Animal Control Officer, who handles all animal bite complaints and rabies investigations and follow-up.
- The animal control officer along with the Department conducts an annual rabies vaccination clinic for dogs and cats of Ringwood and surrounding communities. The rabies clinic is held at the Borough Garage on the first Saturday of November.

- **Vital Statistics**

- As part of the health department, the Office of Vital Statistics keeps records of births, deaths, and marriages/civil unions.
- The Registrar who oversees the office of Vital Statistics is certified by the New Jersey Office of Vital Statistics and Registry.

REGULARLY REPORTED HEALTH DEPARTMENT ACTIVITIES

BOROUGH OF RINGWOOD

HEALTH CLINICS

- **Child Health Clinics:**

- **Physical Exams: 96**
- **Dental Exams: 96**
- **Immunizations Administered: entered in NJIIS**
- **Pre-School Audits: 10**

- **Adult Health Clinics:**

- **Pneum/mening/shingles/Tdap/HepB: 46**
- **TB tests:76**
- **Influenza Immunizations Administered: 630**
- **Skin Cancer Screening: 12**
- **B/P Checks: 65**

COMMUNICABLE DISEASE MONITORING

The Ringwood Health Department receives notices of reportable communicable diseases from laboratories and hospitals for Ringwood residents. This information is entered in the NJDHSS's

Communicable Disease Reporting and Surveillance System online by the Nurse Supervisor who also follows up with the appropriate physicians.

RABIES CLINIC

Every November, a free Rabies Immunization Clinic is offered to dogs and cats of Ringwood residents and is open to surrounding communities as well. In 2013 the clinic was held on November 2, from 9:00 a.m. until 12:00 p.m. Dr. Pamela Bierwas and her assistant administered **435** vaccines (this is the total number of vaccines for Ringwood and surrounding communities).

ANIMAL CONTROL

In 2013, we continued using Bloomingdale Animal Control for our Animal Control services. Bloomingdale Animal Control provides 24/7 coverage, picking up strays that have been contained and animal carcasses.

Ringwood 2013 Rabies & Zoonosis Control Report

- dog licenses issued – 2,025
- cat licenses issued - 706
- animal bite investigations – 13
- unlicensed dogs found on canvass – none performed
- dogs impounded - 17
- cats impounded - 41
- dogs redeemed – 10
- cats redeemed –
- dogs adopted - 3
- cats adopted – 19
- dogs euthanized – 3
- cats euthanized – 14
- dogs vaccinated in free clinic – 201
- cats vaccinated in free clinic - 44

ANIMALS TRANSPORTED – 86

- 15 dogs, 26 cats

D.O.A.S – 28

- 2 dogs, 4 cats

QUARANTINES – 13

WARNINGS – 12

ANIMAL CONTROL - Continued

SUMMONS – 103

SPECIMENS SUBMITTED FOR RABIES TEST – 13

- 6 bats, 2 raccoons, 1 skunk, 1 fox- negative
- 1 raccoon-POSITIVE (April)
- 1 raccoon-POSITIVE (June)
- 1 bat-POSITIVE (August)

DOG AND CAT LICENSING

The following information regarding the licensing of dogs and disposition of fees in the State of New Jersey can be found on the New Jersey Department of Health and Senior Services' website:

“The owners of all dogs six months of age or older are required to annually apply to the licensing clerk of the municipality in which he or she resides for a dog license. In order for the license to be issued, the owner must present proof that a licensed veterinarian has vaccinated the dog against rabies and that the duration of immunity from that vaccination extends through at least ten months of the twelve-month licensing period.

An exemption to the rabies inoculation requirement shall be granted if the owner presents written certification from a licensed veterinarian that the dog cannot be vaccinated due to a medical condition or course of therapy.

Dog licensing fees are set by municipal ordinance but the maximum that can be charged annually is \$21.00. License fees are kept by the municipality and used for animal and rabies control activities. Our licensing fees currently stand at \$12.00 for spayed or neutered dogs and \$15.00 for non-spayed or non-neutered dogs. A \$10.00 late fee applies after January 31. The fee for a cat license is \$8.00 or \$5.00 if spayed. Municipal licensing clerks also collect the following additional fees when the dog is licensed: \$1.00 for each dog licensed that is forwarded to the DHSS and placed in the Rabies Trust Fund to support State rabies and animal control programs, \$3.00 for unneutered dogs that is forwarded to the DHSS, Animal Population Control Program to fund the New Jersey low cost spay and neuter program, and \$0.20 for each dog licensed that is forwarded to the DHSS to defray the costs of operating The People for Animals, Inc. low-cost spay and neuter clinic established in 1983 and located in Hillside, NJ.” (Source: http://www.state.nj.us/health/animalwelfare/dog_lic.shtml).

VITAL STATISTICS

Total # of Licenses/Certificates Issued in 2013:

- Marriage Applications- 55
- Marriage Licenses – 55
- Marriage Certificates Received- 52
- Civil Union Applications- 0
- Civil Union Certificates Received- 0
- Domestic Partnerships- 0
- Birth Certificates Received- 1
- Death Certificates Received- 38
- Certified Copies Issued- 158

CONTINUING EDUCATION

All local public health professionals attain a minimum level of continuing education annually in accordance with the Public Health Practice Standards of Performance for Local Boards of Health in New Jersey (NJAC 8:52). To maintain professional licenses, the Health Officer and both Registered Environmental Health Specialists must attain a minimum of 15 Continuing Education Units (CEUs) per calendar year. In addition, the Registrar and Deputy Registrar of Vital Statistics must also take mandatory training classes to maintain their certifications. Training for all personnel was completed in 2013 as required.

INSPECTIONS

RETAIL FOOD INSPECTIONS

Retail food protection is a large part of the work of the Ringwood Health Department. Inspections are conducted under the New Jersey State Sanitary Code, NJAC 8:24 (“Sanitation in Retail Food Establishments and Food and Beverage Vending Machines”), which is based on the FDA’s Food Code.

Inspection reports are divided into two distinct categories: ***Foodborne Illness Risk Factors & Interventions and Good Retail Practices***. The Foodborne Illness Risk Factors & Interventions category is further divided into: Management & Personnel, Preventing Contamination from Hands, Food Source, Food Protected from Contamination and Potentially Hazardous Foods (PHFs) Time/Temperature Controls. Good Retail Practices include the following sub-categories: Safe Food and Water/Protection from Contamination, Food Temperature Control, Equipment, Utensils and Linens and Physical Facilities. Emphasis is placed on Foodborne Illness Risk Factors & Interventions.

Year to Date: All retail food establishments have been inspected twice and most major restaurants (14) have been inspected three times.

During the course of the year, there were (3) restaurants that received *Conditionally Satisfactory* Ratings. These included: Skyline Pizza, Cupsaw Market and Arta’s. Cupsaw Market was also given an *Unsatisfactory* Rating in July 2013 and was closed until all unsanitary conditions were abated. As of the most recent round of inspections (Dec. 2013), all retail food establishments, including all commercial restaurant kitchens, school cafeterias, and grocery/ prepackaged food were in Satisfactory condition.

TOTAL # RETAIL FOOD ESTABLISHMENT LICENSES ISSUED IN 2013- 30

As of December 2013, the Ringwood’s retail food establishments reached 100% compliance for Risk Type 3 establishments having at least one person in charge certified as Food Safety Managers pursuant to NJAC 8:24. Compliance was achieved first, with an information/education initiative, then with enforcement. Moving forward, no Risk Type 3 establishment will be permitted to open without this documentation. A Risk Type 3 establishment is any retail food establishment that:

1. Has an extensive menu which requires the handling of raw ingredients; and is involved in the complex preparation of menu items that includes cooking, cooling and reheating of at least three or more potentially hazardous foods; or

2. Prepares and serves potentially hazardous foods including the extensive handling of raw ingredients; and whose primary service population is a highly susceptible population. Such establishments may include, but are not limited to, full service restaurants, diners, commissaries, and catering operations; or hospitals, nursing homes, and preschools preparing and serving potentially hazardous foods.

Total # of Restaurant Plan Approvals-1

ANNUAL RETAIL FOOD INSPECTION TOTALS

	Satisfactory	Conditional	Unsatisfactory
January	3	1	0
February	7	0	0
March	1	1	0
April	5	2	0
May	6	1	0
June	10	0	0
July	8	0	1
August	6	1	0
September	2	0	0
October	15	0	0
November	0	0	0
December	8	0	0
Total	68	7	1

SCHOOL/DAYCARE INSPECTIONS

- **Public/Private Schools- are inspected twice/year**
 - **Total # Inspections-10**
- **Daycare/Nursery Schools- are inspected once/year**
 - **Total # Inspections- 7**

SEPTIC INSPECTIONS

Prior to the design and installation of a septic system, a licensed engineer must perform a soil log and soil permeability test on the property where a septic system will be located. The soil log or *test hole* must be witnessed by a representative from the Health Department.

Total # of Test Holes Witnessed- 45

As per the *New Jersey Department of Environmental Protection Standards for Individual Subsurface Sewage Disposal Systems (N.J.A.C. 7:9A)*, a licensed engineer is required to submit all septic design plans to Ringwood Health Department for review and approval. The Health Department reviews the septic plan to ensure that the plan complies with both state and municipal septic codes. Once the Department determines that the septic plan meets all applicable requirements, the plan is approved for installation.

Upon installation, the following inspections are required to be performed and approved by the Ringwood Health Department for each disposal system:

1. Excavation
2. Select fill
3. Berm construction (if applicable)
4. Final component installation
5. Final grade inspection

Total # of Inspections – 213

Total # of Septic Plan Reviews/Approvals – 58

Total # of Septic System Certificate of Completion – 28

WELL INSPECTIONS:

The Health Department is responsible for ensuring that the permitting, installation and abandoning of private/public wells in the borough comply with *New Jersey Department of Environmental Protection Well Construction and Maintenance; Sealing of Abandoned Wells, N.J.A.C. 7:9D*.

Total # of Well Inspections-14

RECREATIONAL BATHING BEACH INSPECTIONS

N.J.A.C. 8:26 defines the sanitary and safety regulations for public recreational bathing places. The code governs all public recreational areas. The Health Department is authorized to conduct inspections of all pools, hot tubs, spas and lakes or other bodies of water to be used for public recreational bathing.

Total # of Bathing Beach Inspections- 13

YOUTH CAMP INSPECTION

As per N.J.A.C 8:25, the Health Department is required to conduct a sanitary and safety inspection of youth camps prior to the camp's opening and once during their period of operation.

Spring Lake Day Camp- A pre-operational inspection was conducted in June 2013. A follow-up inspection was performed in July 2013. Both inspections resulted in a *Satisfactory* Rating.

KENNEL INSPECTIONS

Presently, there is only one kennel, as defined by N.J.A.C. 8:23 A, (Communicable Disease Service Infectious and Zoonotic Disease Program), located in Ringwood. N.J.A.C 8:23A mandates annual inspections of kennels.

Farmstead Kennel, inspected in March 2013, received a *satisfactory* rating.

NUISANCE COMPLAINTS

Throughout the year the Department responds to a variety of nuisance complaints, including:

- Odor (including septic odors)
- Septic effluent discharge into streams and storm drains
- Water quality
- Property Maintenance
- Garbage
- Insects and pests
- Dog and cat nuisances
- Hazardous spills
- Housing

Total # of Complaints- 102

BOROUGH OF WANAQUE REPORTABLE ACTIVITIES

ANNUAL TOTALS

RETAIL FOOD ESTABLISHMENT INSPECTIONS- 81

RECREATIONAL BATHING BEACH INSPECTIONS- 3

SEPTIC PLAN REVIEWS- 7

SEPTIC INSPECTIONS- 8

WELL PERMITS- 2

NUISANCE COMPLAINTS- 35

PUBLIC HEALTH NURSE ACTIVITIES:

- **Blood Pressure Screening- 48**
- **Child Health Conference**
 - **51 Children seen**
 - **98 Immunizations administered**
- **Lifeline Screening- 1 (50+)**
- **SMAC & Health Fair- Skin Cancer Screening**
 - **13 Seen**
 - **11 Referred**
- **TB (Mantoux) Tests**
 - **20 administered**
 - **3 Referred**
- **Adult & Children's Vision, Hearing and Dental Screening**
 - **Vision- 13 Adults: 3 Children**
 - **Hearing- 6 Adults**
 - **Dental- 5 Adult Referrals**
- **Adult Influenza Clinics- Total # of Clinics-4**
 - **High Dose Influenza Vaccines- 241 doses administered**
 - **Regular Influenza Vaccines-146 doses administered**
- **Adult Immunizations**
 - **Pneumococcal – 6 doses administered**

Adult Immunizations- Continued

- Tdap- 7 doses administered
- Shingles- 8 doses administered
- Ad. Hepatitis B- 1 dose administered
- Educational Program
 - Blood Borne Pathogens- First Responders
 - Blood Drive
 - Food Safety Training- Wanaque Feed the Hungry Food Bank
 - Food Distribution
 - Easter Baskets- 12
 - Thanksgiving Baskets-101
 - Toys for Tots-158
- Childhood Lead Poisoning- 2 Cases Reported and Investigated

WANAQUE 2013 ANIMAL CONTROL REPORT

- dog licenses issued – 933
- cat licenses issued – 159
- animal bite investigations – 25
- unlicensed dogs found on canvass – none performed
- dogs impounded - 20
- cats impounded –64
- dogs redeemed – 13
- cats redeemed – 4
- dogs adopted - 4
- cats adopted – 27
- dogs euthanized – 1
- cats euthanized - 11
- dogs vaccinated in free clinic – 230
- cats vaccinated in free clinic – 77

ANIMALS TRANSPORTED – 113

- 41 cats, 25 dogs

D.O.A.S – 22

- 5 cats

ANIMAL CONTROL REPORT- Continued

QUARANTINES – 25

WARNINGS – 11

SUMMONS – 8

SPECIMENS SUBMITTED FOR RABIES TEST – 4

- 2 bats- negative
- 1 raccoon-negative
- 1 woodchuck- negative