

**DIVISION OF PUBLIC HEALTH
DPH CONTRACT 27428
AMENDMENT 3**

The Department of Health Services, on behalf of the Division of Public Health and the Columbia County Division of Health agree to amend their original agreement for the program(s) titled WIC Breastfeeding Peer Counseling (Profile 154760) and/or the Limited Agency Program (Profile 124000) as follows:

Adjustment will be made to the Community Aids Reporting System (CARS) based on the information in the table below.

Agency #	Agency Type	Profile #	Current Contract Level	Contract Change Amount	New Contract Level	Contract Period
11	530	154760	\$0	\$9846	\$9846	1/1/15-12/31/15
11	630	124000	\$0	\$15476	\$15476	7/1/15-6/30/16

- Funding on Profile 154760 is from USDA for the Breastfeeding Peer Counseling program.
- Funding on Profile 124000 shall be used to complete additional projects as described in the attached Exhibit(s).

All other terms and conditions of the original agreement remain unchanged.

GRANTEE's Authorized Representative
Name:
Title:

Date

GRANTOR's Authorized Representative
Chuck J. Warzecha
Administrator / Deputy Administrator, Division of Public Health
Department of Health Services

Date

Facility ID	Type	Billing Type	Facility Name	Facility Street Address	Facility City	State Fee	Reimbursement
HSAT-7QWK2P	Campground 101-199 Sites (RC4)	Campground 101-199 Sites (RC4)	DUCK CREEK CAMPGROUND	W6560 COUNTY HWY G	PARDEEVILLE	\$355.00	\$284.00
HSAT-7QWMRW	Campground 101-199 Sites (RC4)	Campground 101-199 Sites (RC4)	LITTLE BLUFF CAMPGROUND	N4003 TRAUT RD	RIO	\$355.00	\$284.00
HSAT-7QXLCE	Campground 101-199 Sites (RC4)	Campground 101-199 Sites (RC4)	SMOKEY HOLLOW CAMPGROUND	W9935 MCGOWAN RD	LODI	\$355.00	\$284.00
HSAT-7QWS4T	Campground 101-199 Sites (RC4)	Campground 101-199 Sites (RC4)	WILLOW MILL CAMPSITE	N5830 CO HWY SS	RIO	\$355.00	\$284.00
LMER-9RGVKL	Campground 101-199 Sites (RC4)	Campground 101-199 Sites (RC4)	WUNDER ER'DE CAMPGROUND	N3204 CTY HWY V	POYNETTE	\$355.00	\$284.00
HSAT-7QXR2P	Campground 1-25 Sites (RC1)	Campground 1-25 Sites (RC1)	ARTHUR JAMIESON	MEMORIAL PARK	POYNETTE	\$175.00	\$140.00
LMER-8UBQH5	Campground 1-25 Sites (RC1)	Campground 1-25 Sites (RC1)	PORTAGE BOAT CLUB	N7320 S SHORE DR	PARDEEVILLE	\$175.00	\$140.00
HSAT-7QXE6K	Campground 1-25 Sites (RC1)	Campground 1-25 Sites (RC1)	SCHOEPPS COTTONWOOD RESORT	N586 SCHOEPP RD	SAUK CITY	\$175.00	\$140.00
HSAT-7QXLVA	Campground 200+ Sites (RC5)	Campground 200+ Sites (RC5)	CRYSTAL LAKE RV RESORT	N550 GANNON RD	LODI	\$410.00	\$328.00
HSAT-7QX64D	Campground 200+ Sites (RC5)	Campground 200+ Sites (RC5)	INDIAN TRAILS CAMPGROUND	W6445 HAYNES RD	PARDEEVILLE	\$410.00	\$328.00
HSAT-7QXHBB	Campground 200+ Sites (RC5)	Campground 200+ Sites (RC5)	PRIDE OF AMERICA CAMPGROUND	W7520 W BUSH RD	PARDEEVILLE	\$410.00	\$328.00
HSAT-7QXJMC	Campground 200+ Sites (RC5)	Campground 200+ Sites (RC5)	SILVER SPRINGS CAMPSITES	N5048 LUDWIG RD	RIO	\$410.00	\$328.00
HSAT-7QWPYP	Campground 200+ Sites (RC5)	Campground 200+ Sites (RC5)	SKY HIGH CAMPING RESORT	N5740 SKY HIGH RD	PORTAGE	\$410.00	\$328.00
HSAT-7QXF3S	Campground 26-50 Sites (RC2)	Campground 26-50 Sites (RC2)	FISHERMANS LUCK RESORT	W14503 FISH DR	WISCONSIN DELLS	\$250.00	\$200.00
HSAT-7QXEBD	Campground 26-50 Sites (RC2)	Campground 26-50 Sites (RC2)	VETERANS MEMORIAL PARK	TOWNSEND ST & WAUONA TRL	PORTAGE	\$250.00	\$200.00
LMER-9P2S5K	Campground 51-100 Sites (RC3)	Campground 51-100 Sites (RC3)	GLACIER VALLEY CAMPGROUND	N8129 LARSON RD	CAMBRIA	\$305.00	\$244.00
JNEH-9K3MGP	Lodging 31-99 Rooms (LH2)	Lodging 31-99 Rooms (LH2)	ALL STAR VALUE INN	1311 E BROADWAY	WISCONSIN DELLS	\$280.00	\$224.00
LMER-8D9UQ6	Lodging 31-99 Rooms (LH2)	Lodging 31-99 Rooms (LH2)	AMBERS HIDEAWAY	1113 BROADWAY	WISCONSIN DELLS	\$280.00	\$224.00
LMER-8GBM7U	Lodging 31-99 Rooms (LH2)	Lodging 31-99 Rooms (LH2)	BEST WESTERN RESORT HOTEL	2701 COUNTY RD CX	PORTAGE	\$280.00	\$224.00
HSAT-7QX5UL	Lodging 31-99 Rooms (LH2)	Lodging 31-99 Rooms (LH2)	BLACKHAWK MOTEL	720 RACE ST	WISCONSIN DELLS	\$280.00	\$224.00
LMER-8T8SP9	Lodging 31-99 Rooms (LH2)	Lodging 31-99 Rooms (LH2)	CHIPPEWA HOTEL & SUITES	1114 BROADWAY	WISCONSIN DELLS	\$280.00	\$224.00
HSAT-7QWMUB	Lodging 31-99 Rooms (LH2)	Lodging 31-99 Rooms (LH2)	COMFORT SUITES	N5780 KINNEY RD	PORTAGE	\$280.00	\$224.00
HSAT-7QWL8W	Lodging 31-99 Rooms (LH2)	Lodging 31-99 Rooms (LH2)	DAYS INN PORTAGE	N5781 KINNEY RD	PORTAGE	\$280.00	\$224.00
HSAT-7QX85H	Lodging 31-99 Rooms (LH2)	Lodging 31-99 Rooms (LH2)	FITZGERALD'S MOTEL	530 BROADWAY	WISCONSIN DELLS	\$280.00	\$224.00
HSAT-7QWC8A	Lodging 31-99 Rooms (LH2)	Lodging 31-99 Rooms (LH2)	INDIAN TRAIL MOTEL	1013 BROADWAY	WISCONSIN DELLS	\$280.00	\$224.00
HSAT-7QXN9W	Lodging 31-99 Rooms (LH2)	Lodging 31-99 Rooms (LH2)	MEADOWBROOK RESORT	1533 RIVER RD	WISCONSIN DELLS	\$280.00	\$224.00
HSAT-7QXQ43	Lodging 31-99 Rooms (LH2)	Lodging 31-99 Rooms (LH2)	PARK MOTEL LLC	715 BROADWAY	WISCONSIN DELLS	\$280.00	\$224.00
HSAT-7QX2UB	Lodging 31-99 Rooms (LH2)	Lodging 31-99 Rooms (LH2)	PORTAGE SUPER 8 MOTEL	3000 NEW PINERY RD	PORTAGE	\$280.00	\$224.00

HSAT-7QWMT3	Lodging 31-99 Rooms (LH2)	Lodging 31-99 Rooms (LH2)	PRIDE OF AMERICA LODGING	W7520 W BUSH RD	PARDEEVILLE	\$280.00	\$224.00
JNEH-9HXNXD	Lodging 31-99 Rooms (LH2)	Lodging 31-99 Rooms (LH2)	QUALITY INN & SUITES - HOTEL	W9250 PROSPECT DR	LODI	\$280.00	\$224.00
HSAT-7QXPSC	Lodging 31-99 Rooms (LH2)	Lodging 31-99 Rooms (LH2)	RIDGE MOTOR INN	2900 NEW PINERY RD	PORTAGE	\$280.00	\$224.00
LMER-8FPEMJ	Lodging 31-99 Rooms (LH2)	Lodging 31-99 Rooms (LH2)	SANTORINI VILLAGE	1015 RIVER RD	WISCONSIN DELLS	\$280.00	\$224.00
HSAT-7QXD9H	Lodging 31-99 Rooms (LH2)	Lodging 31-99 Rooms (LH2)	SPRING HILL MOTEL	400 VINE ST	WISCONSIN DELLS	\$280.00	\$224.00
HSAT-7QWT2Y	Lodging 31-99 Rooms (LH2)	Lodging 31-99 Rooms (LH2)	STARLITE MOTEL	727 BROADWAY	WISCONSIN DELLS	\$280.00	\$224.00
LMER-9PWLSG	Lodging 31-99 Rooms (LH2)	Lodging 31-99 Rooms (LH2)	SUPER 8 MOTEL	219 INDUSTRIAL DR	COLUMBUS	\$280.00	\$224.00
HSAT-7QXM7F	Lodging 5-30 Rooms (LH1)	Lodging 5-30 Rooms (LH1)	ALPINE MOTEL	721 CEDAR ST	WISCONSIN DELLS	\$205.00	\$164.00
HSAT-7QX8C7	Lodging 5-30 Rooms (LH1)	Lodging 5-30 Rooms (LH1)	BRIDGE MOTEL	W11585 HWY V	LODI	\$205.00	\$164.00
HSAT-7QXC94	Lodging 5-30 Rooms (LH1)	Lodging 5-30 Rooms (LH1)	BRIDGE VIEW MOTEL	1020 RIVER RD	WISCONSIN DELLS	\$205.00	\$164.00
HSAT-7QWC2V	Lodging 5-30 Rooms (LH1)	Lodging 5-30 Rooms (LH1)	BUDGETEER MOTEL	811 E WISCONSIN ST	PORTAGE	\$205.00	\$164.00
SFIS-8T4Q6N	Lodging 5-30 Rooms (LH1)	Lodging 5-30 Rooms (LH1)	BURHOPS LAKESIDE LODGE	W11610 CTY HWY V	LODI	\$205.00	\$164.00
LMER-8BXSJA	Lodging 5-30 Rooms (LH1)	Lodging 5-30 Rooms (LH1)	CATTAIL LODGE	1721 NEW PINERY RD	PORTAGE	\$205.00	\$164.00
HSAT-7QXQBY	Lodging 5-30 Rooms (LH1)	Lodging 5-30 Rooms (LH1)	COLONIAL MOTEL	606 BROADWAY	WISCONSIN DELLS	\$205.00	\$164.00
HSAT-7QX3QA	Lodging 5-30 Rooms (LH1)	Lodging 5-30 Rooms (LH1)	DEER TRAIL MOTEL	1234 RIVER RD	WISCONSIN DELLS	\$205.00	\$164.00
HSAT-7QWQ55	Lodging 5-30 Rooms (LH1)	Lodging 5-30 Rooms (LH1)	FINCH MOTEL	811 OAK ST	WISCONSIN DELLS	\$205.00	\$164.00
LMER-7UKRTE	Lodging 5-30 Rooms (LH1)	Lodging 5-30 Rooms (LH1)	GABLES MOTEL	822 OAK ST	WISCONSIN DELLS	\$205.00	\$164.00
HSAT-7QX7QP	Lodging 5-30 Rooms (LH1)	Lodging 5-30 Rooms (LH1)	HOOKERS RESORT	W9348 W935 HWY V	POYNETTE	\$205.00	\$164.00
SFIS-8H8KN2	Lodging 5-30 Rooms (LH1)	Lodging 5-30 Rooms (LH1)	LAKE WISCONSIN RESORT	W10941 CORNING ST	POYNETTE	\$205.00	\$164.00
HSAT-7QWQBZ	Lodging 5-30 Rooms (LH1)	Lodging 5-30 Rooms (LH1)	LAMPLITE MOTEL	HWY 51 & 16	PARDEEVILLE	\$205.00	\$164.00
HSAT-7QWP2P	Lodging 5-30 Rooms (LH1)	Lodging 5-30 Rooms (LH1)	LODI VALLEY SUITES	N1440 HIGHWAY 113	LODI	\$205.00	\$164.00
RWIN-8VEQ55	Lodging 5-30 Rooms (LH1)	Lodging 5-30 Rooms (LH1)	MACKENZIE ENVIRON CENTER	W7303 COUNTY ROAD CS	POYNETTE	\$205.00	\$164.00
BHEP-8GYLRD	Lodging 5-30 Rooms (LH1)	Lodging 5-30 Rooms (LH1)	PARKWAY MOTEL	223 WISCONSIN AVE	WISCONSIN DELLS	\$205.00	\$164.00
HSAT-7QWHP7	Lodging 5-30 Rooms (LH1)	Lodging 5-30 Rooms (LH1)	RIVER ROAD MOTEL	828 RIVER RD	WISCONSIN DELLS	\$205.00	\$164.00
HSAT-7QWASF	Lodging 5-30 Rooms (LH1)	Lodging 5-30 Rooms (LH1)	SHADY LAWN MOTEL	703 E WISCONSIN ST	PORTAGE	\$205.00	\$164.00
LMER-94VUST	Lodging 5-30 Rooms (LH1)	Lodging 5-30 Rooms (LH1)	SHERMAN HOUSE & CARRIAGE HOUSE	910 RIVER RD	WISCONSIN DELLS	\$205.00	\$164.00
HSAT-7QX3GG	Lodging 5-30 Rooms (LH1)	Lodging 5-30 Rooms (LH1)	SKY HIGH COTTAGES	N5740 SKY HIGH RD	PORTAGE	\$205.00	\$164.00
HSAT-7QX7YN	Lodging 5-30 Rooms (LH1)	Lodging 5-30 Rooms (LH1)	SUNSET COVE	1100 RIVER RD	WISCONSIN DELLS	\$205.00	\$164.00
HSAT-7QWAAL	Lodging 5-30 Rooms (LH1)	Lodging 5-30 Rooms (LH1)	SUNSET MOTEL	2617 NEW PINERY RD	PORTAGE	\$205.00	\$164.00
LMER-94VUFL	Lodging 5-30 Rooms (LH1)	Lodging 5-30 Rooms (LH1)	TERRACE HILL & GATEHOUSE INNS	922 RIVER RD	WISCONSIN DELLS	\$205.00	\$164.00
HSAT-7QXPAC	Lodging 5-30 Rooms (LH1)	Lodging 5-30 Rooms (LH1)	THUNDER VALLEY INN	W15344 WAUBEEK RD	WISCONSIN DELLS	\$205.00	\$164.00
DROS-9ACNGH	Lodging 5-30 Rooms (LH1)	Lodging 5-30 Rooms (LH1)	TOP HAT MOTEL	812 RIVER RD	WISCONSIN DELLS	\$205.00	\$164.00
HSAT-7QXAJX	Lodging 5-30 Rooms (LH1)	Lodging 5-30 Rooms (LH1)	TRAILS END MOTEL	1116 E BROADWAY	WISCONSIN DELLS	\$205.00	\$164.00
LMER-94VU44	Lodging 5-30 Rooms (LH1)	Lodging 5-30 Rooms (LH1)	WHITE ROSE MOTEL & INN	910 RIVER RD	WISCONSIN DELLS	\$205.00	\$164.00
SFIS-8UDRUY	Mobile Base No Food Prep	Prepackaged	LOS HERNANDEZ- MOBILE SERVICE BASE	W12097 HWY 113	LODI	\$105.00	\$84.00
JNEH-9JDPN6	Mobile Base No Food Prep	Prepackaged	SEMO'S CHICAGO STYLE BEEF & HOT DOGS	101 N MAIN ST	LODI	\$105.00	\$84.00
KKOT-9KYQWD	Restaurant	Prepackaged	A&W'S POUR HOUSE	N5095 HEMLOCK ST	POYNETTE	\$105.00	\$84.00
HSAT-7QXDV2	Restaurant	Prepackaged	BLARNEY STONE TAVERN	220 W WISCONSIN ST	PORTAGE	\$105.00	\$84.00
JNEH-9EKPDB	Restaurant	Prepackaged	CASCADE MT SKI AREA - TUBE TOWN	W10441 CASCADE MT RD	PORTAGE	\$105.00	\$84.00
HSAT-7QXRY6	Restaurant	Prepackaged	FISHERS TAVERN	719 SUPERIOR ST	WISCONSIN DELLS	\$105.00	\$84.00
LMER-8HDRPM	Restaurant	Prepackaged	LIQUID	214 W WISCONSIN ST	PORTAGE	\$105.00	\$84.00
HSAT-7QWGAY	Restaurant	Prepackaged	LLOYDS TROPHY ROOM	167 S MAIN ST	LODI	\$105.00	\$84.00
SFIS-8SZMHY	Restaurant	Prepackaged	LODI GOLF COURSE	300 PROSPECT AVE	LODI	\$105.00	\$84.00

HSAT-7QXME8	Restaurant	Prepackaged	LODI VALLEY SUITES	N1440 HWY 113	LODI	\$105.00	\$84.00
HSAT-7QWAQ8	Restaurant	Prepackaged	NIG'S BAR	201 BROADWAY	WISCONSIN DELLS	\$105.00	\$84.00
LMER-8ACPU4	Restaurant	Prepackaged	PARADISE CITY	W11208 HWY 33	PORTAGE	\$105.00	\$84.00
HSAT-7QWVUC	Restaurant	Prepackaged	PAYNE'S PUB	PO BOX 172	RIO	\$105.00	\$84.00
HSAT-7QWFUA	Restaurant	Prepackaged	SCHOEPPS COTTONWOOD	N586 SCHOEPP RD	SAUK CITY	\$105.00	\$84.00
HSAT-7QXF6A	Vending Machine	Storage	BOBBYE VENDING	315 RANDOLPH ST	RANDOLPH	\$215.00	\$172.00
KKOT-9HTPUM	Tourist Rooming House (LTR)	Tourist Rooming House (LTR)	CATTAIL RETREAT	W9110 CTY RD CS	POYNETTE		
SFIS-8V3PN9	Tourist Rooming House (LTR)	Tourist Rooming House (LTR)	GUPPY GETAWAY	N2501 RAPP RD	LODI	\$110.00	\$88.00
LMER-8EC4GC	Tourist Rooming House (LTR)	Tourist Rooming House (LTR)	ISLAND VIEW	N3873 TIPPERARY RD	POYNETTE	\$110.00	\$88.00
LMER-9V6LPS	Tourist Rooming House (LTR)	Tourist Rooming House (LTR)	JJF PROPERTIES	W9490 PARKWAY DR	POYNETTE	\$110.00	\$88.00
HSAT-7QWN8A	Tourist Rooming House (LTR)	Tourist Rooming House (LTR)	LAKE WISCONSIN COTTAGE	W10728 BECKER RD	POYNETTE	\$110.00	\$88.00
DROS-9TMSYJ	Tourist Rooming House (LTR)	Tourist Rooming House (LTR)	MAJESTIC TIMBER RETREAT	N9991 ANACKER	PORTAGE	\$110.00	\$88.00
LMER-8EC3ZV	Tourist Rooming House (LTR)	Tourist Rooming House (LTR)	QUIET WATER	N3865 TIPPERARY RD	POYNETTE	\$110.00	\$88.00
LMER-98EM35	Tourist Rooming House (LTR)	Tourist Rooming House (LTR)	RIVER BLUFF RESORT	N5101 HEMLOCK RD	POYNETTE	\$110.00	\$88.00
DROS-9JN8XR	Tourist Rooming House (LTR)	Tourist Rooming House (LTR)	RIVER POND COTTAGE	N9367 CTY HWY X	PORTAGE	\$110.00	\$88.00
KKOT-9L5KPR	Tourist Rooming House (LTR)	Tourist Rooming House (LTR)	THE POINT	N3285 TIPPERARY POINT RD	POYNETTE	\$110.00	\$88.00
SBOM-9NEPUM	Tourist Rooming House (LTR)	Tourist Rooming House (LTR)	THE RIVERSIDE RETREAT	N4457 COUNTY ROAD V	POYNETTE	\$110.00	\$88.00
SFIS-8A6HUT	Tourist Rooming House (LTR)	Tourist Rooming House (LTR)	VICTORIAN DREAMS B & B-TRH	201 PRAIRIE ST	LODI	\$110.00	\$88.00
JNEH-9K9JZU	Tourist Rooming House (LTR)	Tourist Rooming House (LTR)	W12618 PLEASANT VIEW PARK DRIVE	W12618 PLEASANT VIEW PARK DR	LODI	\$110.00	\$88.00
HSAT-7QWMQD	Tourist Rooming House (LTR)	Tourist Rooming House (LTR)	WATERS EDGE RETREAT	W10702 BECKER RD	POYNETTE	\$110.00	\$88.00
HSAT-7QWTFA	Tourist Rooming House (LTR)	Tourist Rooming House (LTR)	WILLOW MILL CAMPSITE	N5830 CO HWY SS	RIO	\$110.00	\$88.00
Total						\$19,345.00	\$15,476.00

EXHIBIT II

Limited Agent Contract Addendum

The intent of the limited agent contract is to encourage health departments to develop environmental health capacity leading to full agent status with the Department.

This document is an addendum to the CARS contract, and shall serve henceforth as the limited agent work plan.

1. Definitions

- 1.1 Conflict of interest exists whenever an employee's action or failure to act could produce a private benefit for the employee or the immediate family or business with which the employee is associated; or the matter is one in which the employee is associated; or the matter is one in which the employee in a private capacity or a member of the employee's immediate family or business with which the employee is associated, has an interest.
- 1.2 Department means the WI Department of Health Services.
- 1.3 Enforcement Action means the legal methods used to make operators come into compliance with administrative code and statutory requirements. Enforcement methods include citations, fines, suspension or revocation of establishment license, closure and even jail terms. Reasons for enforcement action include, but are not limited to noncompliance of written orders, continued repeat violations noted on inspection reports, operating without a valid establishment license and imminent public health and safety violations.
- 1.4 Follow up Inspection is a type of inspection that is used by the discretion of the inspector to check back with the establishment operator to assure that violations have been corrected following a routine inspection. Fees are not associated with type of inspection. Unlike a reinspection this is not required. (see definition).
- 1.5 Licensing Period, also known as the Fiscal Year, is the period from July 1 through June 30.
- 1.6 Limited Agent (LA) means the local public health department (LPHD) operating under the terms of this agreement.
- 1.7 Permit means the license to operate issued by the Department.
- 1.8 Reimbursement refers to the portion of the permit fee or reinspection fee collected by the Department that shall be returned to the limited agent.
- 1.9 Reinspection is a type of inspection that is required when during a routine inspection risk/critical violations are noted on the inspection report that cannot be corrected onsite or when consecutive repeat violations are noted on past inspection reports. Reinspections are required inspections to assure that violations have been corrected. Fees are associated with type of inspection.

2. Terms and Conditions

- 2.1 This contract is between the Department and the **Columbia County Division of Health**.
- 2.2 This contract is valid for the licensing year July 1, 2015 to June 30, 2016.

- 2.3 Renewal of this contract shall be contingent upon an analysis performed by the Department, using criteria and methods developed separately.
- 2.4 Criteria used to evaluate this contract shall include, but not be limited to, an analysis of the performance of the limited agent.
- 2.5 The limited agent may cancel this contract at any time without cause. Such cancellation shall be made in writing to the signatory of this contract or an appointed representative. However, cancellation terms contained in the CARS contract shall also be honored.
- 2.6 No reimbursement shall be made for inspections performed after the date of cancellation or inspections not performed.
- 2.7 The Department reserves the right to cancel this contract upon delivery of 30 days notice for a finding of unsatisfactory performance; however, evidence of fraud or intent to defraud the Department shall result in immediate termination of this contract.

3. Authority and Responsibility

- 3.1 This contract is executed under authority granted the Department by Sec 250.03(1)(e), (f), and (g).
- 3.2 The Department shall determine the scope of the inspection activities to be performed by the limited agent; furthermore, the Department shall reevaluate the scope as part of the analysis in section 2.3 of this contract.
- 3.3 The Department shall collect all fees, issue all permits, conduct pre-inspections and retain responsibility for all enforcement actions for all licensable establishments within the geographic jurisdiction of the limited agent, except as specifically delegated herein.
- 3.4 The Department shall establish minimum criteria regarding the credentials and qualifications of the person(s) employed by the limited agent to perform the inspection duties contained herein (see section 6). Acceptance of this contract by the limited agent signifies agreement to employ or contract with inspectors meeting such credentials and qualifications.
- 3.5 The Limited Agent shall annually inspect the facilities designated by the Department under contractual authority from Sec 250.03(1)(e).
- 3.6 The Limited Agent shall be responsible for all inspection activities including follow ups, reinspections (see reinspection criteria) and complaint follow-up for licensed establishments under this contract. The Limited Agents responsibility begins after the Department has performed a preinspection and up until the Limited Agent has notified the Department that enforcement action is required. Once the enforcement action has been resolved by the Department, the Department will notify the Limited Agent of the action taken. Once enforcement actions have been resolved the Limited Agent will resume the activities as outlined in the contract.
- 3.7 The department will reimburse reinspections fees at the rate of 80%. Limited Agents shall use the reinspection criteria developed by the Department. Invoices (See Exhibit III) may be sent in quarterly, but processing and

payment will occur after August 15th following the end of the licensing year. Reimbursement will occur only after payment has been received by the Department. No reimbursement will be made on reinspections if payment has not been received by the Department.

3.8 No additional fees may be levied by the Limited Agent upon inspected facilities.

4. Duties and Activities

4.1 The limited agent shall inspect the following establishment types in :

- 4.1.1 Campgrounds
- 4.1.2 Hotels
- 4.1.3 Tourist Rooming Houses
- 4.1.4 Prepackaged Food Establishments
- 4.1.5 Vending Equipment Storage

The complete list of facilities is found in Exhibit 1.

- 4.2 Inspections shall be entered using the HealthSpace software program. It is the responsibility of the Limited Agent to enter the inspection into HealthSpace.
- 4.3 The limited agent agrees to inspect all of the licensed facilities in Exhibit I within the duration of this contract, barring extenuating or unforeseen circumstances which could reasonably be expected to hinder completion of the contract.
- 4.4 The limited agent agrees to perform inspections and other activities designed to assure compliance with ss. 254 and DHS 178, 195, 196, and 198 Wis. Adm. Code.
- 4.5 A copy of the inspection shall be presented to the operator or representative immediately upon completion of the inspection.
- 4.6 Any orders written by the limited agent shall be clearly explained to the operator or representative. Orders may also be issued by the Department.
- 4.7 If enforcement actions are required by the Department, the Limited Agent shall notify the food safety and recreational licensing section.
- 4.8 If a facility inspection reveals an immediate hazard to public health, the health officer has the authority to take immediate action under ss.254.59. The limited agent shall then notify the food safety and recreational licensing section.
- 4.9 The limited agent will send an establishment list to their State Advanced Sanitarian prior to the end of the contract indicating what inspections they have completed, actual copies of the inspections do not need to be provided.
- 4.10 The Department will notify the limited agent after a preinspection is performed or when there is a change in licensure of a facility that would affect the limited agent

- 4.11 After a pre-inspection is made by the Department, the Limited Agent will perform a routine inspection within 4 to 6-months, if this is not possible, the inspection shall be made within the licensing year.
- 4.12 The Limited Agent shall notify the Department if there is a suspected or required change of licensure of a facility under this contract. If the facility has expanded beyond its current license or plan approval is required, the limited agent shall notify the Department.
- 4.13 The Department will notify the Limited Agent if there is a suspected or required change of licensure of a facility under this contract.

5. Fiscal

- 5.1 The Department shall reimburse the limited agent 80% of the annual license fee for each facility inspected or reinspection fee, except that vending machine inspections shall be reimbursed as specified in DHS 192.09.
- 5.2 Reimbursement for inspections will be performed automatically utilizing the CARS (Community Aids Reporting System).
- 5.3 Reimbursement for inspections will be authorized only for the routine inspection of a facility.
- 5.4 Reimbursements for reinspections will use the form provided in Exhibit III.

6. Minimum Qualifications

- 6.1 Inspections will be made by, or under the supervision or oversight of a Wisconsin Registered Sanitarian or NEHA Registered Sanitarian.
- 6.2 The State Advanced Sanitarian shall provide oversight to the Limited Agent.
- 6.3 In the event the Limited Agent loses its only Registered Sanitarian, a qualified replacement shall be hired within 120 days unless otherwise approved by the Department.
- 6.4 Limited Agent inspection staff must meet the hiring criteria set forth by local ordinance and personnel practices and the requirements established for Sanitarian Registration under DHS 160.
- 6.5 All inspectors shall possess:
 - 6.5.1 Excellent communication skills
 - 6.5.2 Ability to write inspection findings in a legible and grammatically correct manner
- 6.6 Training shall be provided by the department
- 6.7 Inspectors shall not have a conflict of interest with any regulated establishment.



Scott Walker
Governor

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Department of Health Services

June 1, 2015

To: «Agent»
«Address1»
«Address2»
«City»

Subject: Refund of Reinspection Fees to Limited Agent Health Departments.
(Reimbursement information must be returned on this form)

The «Agent» submits the following request for reimbursement under the Agent Agreement with the Division of Public Health.

July 1, 2015 through June 30, 2016

(Copies of all inspection work shall accompany this document.)

		Refund Value 80% Item		
	Number	Net Fees	80%	Item Total
Reinspection Fee	_____	\$	X .80	\$
Second Reinspection Fee	_____	\$	X .80	\$
			Total	\$

CERTIFICATION

This is to certify that the «Limited Agent» has inspected the facilities named on the attached Inspection forms for the permit year ending June 30, 2016 and further certified that all such licensed establishments are within the legal boundaries of the «jurisdiction» and that they were granted a permit for 2014-2015 fiscal year by the Division of Public Health.

Invoices may be sent in quarterly, but processing and payment will occur after August 15th following the end of the licensing year. Reimbursement will occur only after payment has been received by the Department. No reimbursement will be made on reinspections if payment has not been received by the Department.

Signature _____

Title _____

Date _____

FOR FSRL OFFICE USE ONLY

DIRECT VOUCHER														
Vendor #														
App	/	Class	/	L1	/	L2	/	Proj	/	R	/	A	/	Amt.
Total Amount: \$														
Date:														
Approval:														