



BOH Organization Guide: #7 BOH Training

Board of Health and Local Health Department Standard Operating Procedures (SOP)

This **Checklist** highlights many of the steps needed currently to organize a Massachusetts Board of Health. The checklist is designed to be used in tandem with the **BOH SOP and Appendices**. BOXES CAN BE CHECKED WITH the CURSOR.

<input type="checkbox"/> BOH Agent and Inspector Training
<input type="checkbox"/> Anyone doing inspections/witnessing for the BOH should have the appropriate training and certifications (Registered Sanitarian preferred along with the relevant additional certifications): <ul style="list-style-type: none"> <input type="checkbox"/> BOH 101; Temp Food; Food in Emergencies (BCBOHA) <input type="checkbox"/> MAVEN training (or hire a PHN) <input type="checkbox"/> Local Public Health Institute (LPHI) Foundations for Local Public Health Course <input type="checkbox"/> Title 5 System Inspector (NEIWPIC) <input type="checkbox"/> Title 5 Soil Evaluator (NEIWPIC) <input type="checkbox"/> Housing Specialist (Mass PHIT Housing) <input type="checkbox"/> Lead Determinator (DPH) <input type="checkbox"/> Food Safety: Alliance Food Safety Courses, Mass PHIT Food, ServSafe, FDA ORAU <input type="checkbox"/> Camp Inspector (DPH, LPHI) <input type="checkbox"/> Certified Pool Operator/Inspector (CPO) <input type="checkbox"/> DEP/DPH Training Days <input type="checkbox"/> State Conflict of Interest online training - Required <input type="checkbox"/> ICS 100, 200 NIMS 700 (FEMA) – Required <input type="checkbox"/> Others: Beaches, Wells, Body Art, Animals, Indoor Skating, Tanning, etc. DEP/DPH/LPHI <p>http://sites.bu.edu/masslocalinstitute/training/on-your-time-trainings/</p>
<input type="checkbox"/> Local Regulations to Consider
<input type="checkbox"/> Private Wells: regulate water supplies not covered by State laws for public water supplies. (Alliance Model Well Regulations) <input type="checkbox"/> Dumpsters: especially those used for food or hazardous materials to prevent nuisances. (Alliance Model Dumpster Regulations) <input type="checkbox"/> Portable Toilets: used at events to prevent nuisances and ensure there are enough toilets and sinks that are serviced properly. (Alliance model Portable Toilet Regulations) <input type="checkbox"/> Body Art: to regulate permanent, mobile or temporary establishments and events. <input type="checkbox"/> Youth Tobacco: to regulate youth access, vaping, flavored tobaccos. <input type="checkbox"/> TEMPORARY HOUSING: defined as private/non-commercial housing used less than 30 days in a calendar year and not subject to the State Sanitary Code, though the BOH can always decide to issue orders to protect the public health and safety in any novel situation. The current and proposed Housing Code is unclear on how the 30 days is counted, causing potential confusion. Pass a local regulation to clarify. <input type="checkbox"/> Piggeries: <input type="checkbox"/> Kennels: <input type="checkbox"/>