



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

## FEE SCHEDULE

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](http://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](http://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<br>(\$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                     |

- 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<br>(\$450.00 max.) |
| Residential - (New & Replacement Construction) | \$200.00                        |

- WELLHEAD PROTECTION**

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

- CHANGE IN OWNERSHIP - FAILURE TO NOTIFY DEPARTMENT OF HEALTH - (New permit must also be applied for)**

|          |                    |
|----------|--------------------|
| Late Fee | 75% cost of permit |
|----------|--------------------|

- TEMPORARY PERMIT**

|                                |                     |
|--------------------------------|---------------------|
| One (1) Day Event              | \$35.00             |
| Two (2) to Three (3) Day Event | \$75.00             |
| Four (4) to Ten (10) Day Event | \$150.00            |
| Annual Permit                  | \$375.00/year       |
| Late Fee                       | 100% cost of permit |
| Lost/Stolen/Destroyed Permit   | \$10.00             |

- VENDING**

|                              |                 |
|------------------------------|-----------------|
| All Machines                 | \$10.00/machine |
| Lost/Stolen/Destroyed Permit | \$10.00         |

- MOBILE FOOD ESTABLISHMENTS - (Trucks)**

|   |               |
|---|---------------|
| Pre-Packaged Items - (i.e. Summer Song, Butcher's Best) | \$100.00/unit |
| Dispensing & Food Prep in Unity (i.e Taco, BBQ, Etc)    | \$200.00/unit |

- SEASONAL MOBILE**

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

- **PROBATION**

|   |          |
|---|----------|
| Probationary Fee When Placed on Probationary Status | \$200.00 |
|---|----------|

- **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 |
|--------------------|--------|

## 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)  | \$74.00/dose  |
| COVID (5 - 11 years)   | \$92.00/dose  |
| COVID (12+ years)  | \$130.00/dose |
| DTaP - (Per Dose in a Multiple Shot Series)                                    | \$40.00/dose  |
| DTaP-IPV - (Per Dose in a Multiple Shot Series)                                | \$67.00/dose  |
| DTaP-IPV-Hep B - (Per Dose in a Multiple Shot Series)                          | \$86.00/dose  |
| DTaP-IPV-Hep B-Hib - (Per Dose in a Multiple Shot Series)                      | \$127.00/dose |
| DTaP-IPV-Hib - (Per Dose in a Multiple Shot Series)                            | \$93.00/dose  |
| Hep A & Hep B - (Per Dose in a Multiple Shot Series)                           | \$128.00/dose |
| Hep A Adult - (Per Dose in a Multiple Shot Series)                             | \$92.00/dose  |
| Hep A Pediatric - (Per Dose in a Multiple Shot Series)                         | \$47.00/dose  |
| Hep B Adult, 2 doses - (Per Dose in a Multiple Shot Series)                    | \$163.00/dose |
| Hep B Adult, 3 doses - (Per Dose in a Multiple Shot Series)                    | \$67.00/dose  |
| Hep B Pediatric - (Per Dose in a Multiple Shot Series)                         | \$37.00/dose  |
| Hib - (Per Dose in a Multiple Shot Series)                                     | \$47.00/dose  |
| HPV9 - (Per Dose in a Multiple Shot Series)                                    | \$335.00/dose |
| Influenza - (6 months+)**  | \$36.00/dose  |
| Influenza - Flumist**  | \$42.00/dose  |
| Influenza - High Dose**  | \$81.00/dose  |
| IPV - (Per Dose in a Multiple Shot Series)                                     | \$44.00/dose  |
| Mpox   | \$296.00/dose |
| Measles, Mumps and Rubella - (Per Dose in a Multiple Shot Series)              | \$112.00/dose |
| Measles, Mumps, Rubella and Varicella – (Per Dose in a Multiple Shot Series)** | \$309.00/dose |
| Meningococcal - (Per Dose in a Multiple Shot Series)                           | \$135.00/dose |
| Meningococcal B - (Per Dose in a Multiple Shot Series)                         | \$197.00/dose |
| PCV13 - (Per Dose in a Multiple Shot Series)                                   | \$241.00/dose |
| PCV15 - (Per Dose in a Multiple Shot Series)                                   | \$253.00/dose |
| PCV20  | \$279.00/dose |
| PPSV23   | \$141.00/dose |
| QuantiFERON  | \$35.00/draw  |
| Rabies Vaccine - (Per Dose in a Multiple Shot Series)**                        | \$391.00/dose |
| Rotavirus - (Per Dose in a Multiple Shot Series)                               | \$133.00/dose |
| RSV  | \$296.00/dose |
| RSV Monoclonal Antibody for Children   | \$482.00/dose |
| Tdap   | \$57.00/dose  |
| Tetanus/Diphtheria   | \$47.00/dose  |
| Typhim   | \$109.00/dose |
| Typhim, Oral - (Per One (1) Pack of Four (4) Capsules)                         | \$107.00/pack |
| Varicella - (Per Dose in a Multiple Shot Series)                               | \$209.00/dose |
| Yellow Fever**   | \$219.00/dose |
| Zoster**   | \$223.00/dose |

\*\* Please call (574) 235-9750, Extension 4 to verify availability of vaccine

- **TUBERCULOSIS - (TB)**

|   |                |
|---|----------------|
| TB Test   | \$23.00        |
| Basic Tuberculosis Testing Training<br>Class Includes Training Tools, Testing or<br>Retesting for Certification *** | \$50.00/person |

\*\*\* Please call (574) 235-9750, Extension 4 to verify availability of training.

- **MISCELLANEOUS**

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

## VITAL RECORDS

- **BIRTH CERTIFICATES**

|   |              |
|---|--------------|
| Birth Certificate - Regular & Wallet Size | \$20.00/each |
|---|--------------|

- **CORRECTION'S AND PATERNITY'S**

|   |          |
|---|----------|
| Correction Affidavits and Notifications               | \$50.00  |
| Additional Copy of Correction or Paternity Affidavits | \$20.00  |
| Paternity's and Legitimations                         | \$100.00 |

- **DEATH CERTIFICATES**

|                   |              |
|-------------------|--------------|
| Death Certificate | \$20.00/each |
|-------------------|--------------|

- **GENEALOGY SEARCH**

|  |         |
|--|---------|
| In Addition to Any Cost for Documents Found Being Provided | \$10.00 |
|--|---------|

- **MISCELLANEOUS**

|            |             |
|------------|-------------|
| Notary Fee | \$5.00/page |
|------------|-------------|

<https://www.in.gov/localhealth/stjosephcounty/finance/fee-schedule/>

[https://library.municode.com/in/st.\\_joseph\\_county/codes/code\\_of\\_ordinances?nodeId=APPENDIXSCFIFE](https://library.municode.com/in/st._joseph_county/codes/code_of_ordinances?nodeId=APPENDIXSCFIFE)

Approved by BoH: 10-16-2024  
Approved by Co. Council: 12-10-202

Amended: 10-2024