

How is a Health Complaint Processed?

The Steps to
Enforce
Public Health
Housing Law



The Steps to Enforce Public Health Housing Laws

Step 1: **Receive Written Complaint**

Step 2: **Investigate Complaint**

- do onsite visit
- photograph conditions
- interview complainant, tenant, owner
- review with complimentary departments

Step 3: **Research if Legal Violation Exist ,
Which Law is being Violated
& Possible Response**

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The Steps to Enforce Public Health Housing Laws continued

Step 4: **Notification of Response** to complainant, tenant, owner

- no violation found/ no further action

- violation confirmed / action taken



- In NH a Health Officer can not enter your private living quarters without your permission. If the Health Officer is denied entry they may seek an ***Administrative Warrant*** to enter property. under NH RSA 595-B

- There are a number of step that the Health Officer must follow in pursuing a health violation complaint.

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When a violation is confirmed what the Health Officer can do!

Action 1: Verbal Order to Correct Violation

- usually 5-10 days given to complete work.

Action 2: Written Order to Correct Violation

- usually 5-10 days given to complete work.

Action 3: Administrative Order to Enforce

- court filing asking the court to enforce the order of the health officer & give permission to the city to enter the property and fix the problem if the owner does not. Judges usually give 30 to 90 days for the owner to complete the work.