**Property Owner**

**Onsite Wastewater Treatment Systems (OWTS)  
TRAINING COURSE**

Concepts covered in this training course include: the importance of wastewater treatment, an overview of treatment in an onsite system, typical onsite system features, final treatment and dispersal, management, maintenance, safety, and system troubleshooting. While the module’s target audience is property owners who have an onsite system, the concepts are also applicable to the public, realtors, local health officials, and septic system professionals.

**Learning Objectives**

As a result of this training, participants will be able to:

* Explain how an OWTS processes wastewater.
* Describe the needed maintenance with typical onsite systems.
* Implement changes in their home to reduce the load to their OWTS.
* Solve basic problems homeowners may have with their system and/or identify resources to help solve problems.

The course will accomplish meeting learning objectives through modules that will:

* Review typical OWTS components (what they are and how they work)
  + Plumbing
  + Pretreatment
  + Soil treatment
* Provide typical OWTS maintenance
  + Plumbing
  + Pretreatment
  + Soil treatment
* Provide tactics for reducing loading to their OWTS
* Provide practice identifying problems and solutions
  + Troubleshooting
  + Common problems

**Training Delivery**

This training can be offered as a 2–3-hour training event either in person or virtually.

Classrooms should be set up in round tables, so attendees discuss solutions for problems together.

We recommend that you organize the training as follows:

Introduction and pre-quiz

Module 1 – Overview of septic treatment and typical OWTS

Module 2 – Overview of management/maintenance of typical OWTS

Module 3 – Home management tips

Module 4 – Identifying problems/troubleshooting and post quiz

**Special Considerations and Activities from Modules**

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| **Module** | **Activity** | **Special notes** |
| Warm-up | Pre-quiz/question card | Limit to 5 minutes, attendees write out questions on cards. Cards are collected and related questions grouped for Q&A at the end |
| Module 1- Overview of sewage treatment and typical OWTS | Show drone footage of typical system from their community | Share with table what kind of system they have. Select drone footage of system most commonly found in their community. |
| Module 2 – Overview of management | Watch videos from a septic tank being properly cleaned   * EPA protect it and inspect it! * EPA Pump Your Tank! | Emphasize going through the manhole, getting it clean, evaluating the tank, and the need for no additives. |
| Module 3 – Home management tips | Watch EPA videos or others (each under 2 minutes):   * Think at the sink! * Don’t’ overload your commode! * Don’t strain your drain * Shield your field | Emphasize how what they put down the drain can impact their system |
| Module 4 - Troubleshooting | Slides showing photos or videos of problems to allow attendees to discuss what the problem/solutions is. | Address using troubleshooting table - having them all get out the table in the OWTS User Guide. Work in questions from the Q&A. |
| Closing | Q&A and Post quiz |  |

**Equipment list**

* 3 X 5 blank cards
* PowerPoint slides
* Videos
* Computer/laptop, if in person the computer must be connected to audio
* Projector with audio connection – HDMI preferable
* Connection to reliable wireless internet connection. If this is not available all videos must be downloaded on the laptop
* Blackboard, overhead projector with projection of hand written materials, or flip charts
* Extra pens/pencils

**Handouts**

* User Guide
* One copy of the pre/quiz per student (Word file), answers gone over at the end of module 4 with the group
* Evaluation

**Student supplies**

* Pen/pencil