

**External Users/Customers: Access EALS & Submit an Online Lead Prior Notification**

- Enter User ID and Password at <https://odhgateway.odh.ohio.gov/HomePage.aspx>
- Once you have logged on to the system, select **Environmental Licensing - External**

- Click on **Select** on the left hand side of the page next to your license number

*You are currently assigned to the following licenses*

	License #	Company Name	First Name	Last Name	Last Accessed
Select	LA9524	YOUR COMPANY NAME HERE	FIRST NAME	LAST NAME	6/14/2021 11:31:56 AM

- Click the [New notification] button to begin a new lead prior notification

- Once you select [New notification] button the screen below will appear
- Complete the form with all required information. In order to add a designated worker and/or risk assessor/inspector enter their license number and click the [Get Info] button

[Return to Listing](#)

### LEAD Hazard Abatement Project Notification

Notification No:    Revision #:     Received via:  Web    Received date: 7/21/2021

Type of Notification  
 Original

Building Owner Information

Owner name:

Address:

City:

State:     Zip:  -

Contact:     Phone:  -

Licensed Lead Abatement Contractor

License #:  LC12239    Contractor:     Expiration:

Company:

Address:     City:     State: OH    Zip:

Contact:     Phone:

Designated Abatement Worker on-site

License #:    

Name:     Expiration:

Risk Assessor/Inspector who performed testing, if applicable (Must enter a valid license number (LA#### or LI####))

License #:    

Name:     Expiration:

LHCO Issued?     No     Yes  
if yes, who was the issuing authority?

- Once all required information has been input, click the [Save record] button.

Project Dates, Hours & Days

Start Date:      Completion Date:

Shift1:    Shift2:    Shift3:

Shift 1               

Start Time:      End Time:

If there are more than one shift on this project then complete section below as needed

Shift 2               

Start Time:      End Time:

Shift 3               

Start Time:      End Time:

Days of Operation:     Select Monday-Friday  
 Monday     Tuesday     Wednesday     Thursday     Friday     Saturday     Sunday

Name of person filing this notification:     Date: 7/21/2021

Notes, Comments, et cetera

Notes to ODH from contractor (MAXIMUM Text = 200 characters or 2 lines)

Notification Status:  Pending

Notification No:

- Once you select [Save record] confirmation text (**SAVED — new PN number is #####**) will appear after the record is saved.
- Four buttons will also appear at the bottom of the screen to perform additional functions
  - Click [New Notification] button to submit a new lead prior notification
  - Click the [New search] button to search previously submitted lead prior notifications
  - Click the [Back to listing] button to look at the prior list of lead prior notifications
  - Click the [Print] button to generate a PDF file of the lead prior notification that can be printed, saved, etc. for your records

Notes, Comments, et cetera

Notes to ODH from contractor (MAXIMUM Text = 200 characters or 2 lines)

This is a test.

Notification Status: Pending

**SAVED - new PN number is 202118395**

Notification No: 202118395

New Notification   New search   Back to listing   Print

- If you need to revise a prior notification:
  - If you are not logged into the electronic system, follow the instructions on Page 1 to log in
  - If you are already logged in, click the **Return to licenses** link in the upper right hand corner
- Click **Select** on the left hand side of the page next to your license number
- Click the [Revise/Search] button in order to revise, cancel or search for previously entered prior notifications

New notification

WELCOME

Revise/Search

You have successfully entered the Ohio Department of Health Environmental Licensing System. From this site, you can submit original notifications or revise/cancel previously submitted notifications of Lead hazard abatement projects. In order to complete the prior notification you must:

1. Hold a valid Ohio Department of Health Lead Hazard Abatement Contractors license
2. Possess a valid user ID and password (which you can obtain from the Ohio Department of Health)
3. Have a valid email address

• **Before you Start**

**System requires the use of Internet Explorer 6.0 or higher.**

Notification information will only be accessible to those persons that have your userID and password. Information collected will not be disclosed to unauthorized parties except as required by the Ohio Public Records Act.

We recommend that you print your prior notification once it is completed. This file is in PDF format. The free Adobe Acrobat Viewer is required to view and print it.

[New notification](#)

Use this link to enter and submit new notifications online.

[Revise/Search notifications](#)

Use this link to enter and submit revisions or cancellations to previously submitted notifications. You may revise or cancel notifications that were submitted via the web or mailed.

- Once you select [Revise/Search] the screen below will appear
- Leave all fields blank and click the [Search] button. All previous lead prior notifications submitted by the licensee will be produced. ***This is the recommended way to search.***
- If you know the prior notification number for a specific notification to revise, enter the number only into the 'Notification #' field and click the [Search] button.

**Lead Prior Notification Search**

License #:

Risk Assessor #:

Notification #:

Owner Name:

Project Address:

Project City:

Project County:

Status:

- Click on **Revise** on the left side of the page next to the corresponding prior notification that needs revised

**Lead Prior Notification Search Result**

Page 1 of 1 (1 total record(s) found matching your criteria)

PN #	Rev	Project City	Address	Start date	End date	Status	Print
<a href="#">Revise</a> 202118395	0	test test test	this is a test document	07/24/2021	07/31/2021	Pending	<a href="#">Print</a>

- In the 'Type of Notification' section there is a drop down menu.
  - If you need to revise, then this section does not need updated.
  - If you need to cancel the prior notification, then use this drop down menu and select 'Cancellation' from the list.

**LEAD Hazard Abatement Project Notification**

Notification No: **202118395** Revision #:  Received via:  Received date:

Type of Notification

Building Owner Information

Owner name:

Address:

City:

State:  Zip  -

Contact:  Phone:  -

- Once the prior notification has been updated with the changes, then click on the [Save record] button at the bottom of the page
  - Use the 'Notes to ODH from contractor' section to indicate where revisions were made
- Once you select [Save record] confirmation text (**Revision # is saved**) will appear after the record is saved

Notes, Comments, et cetera

Notes to ODH from contractor (MAXIMUM Text = 200 characters or 2 lines)

Revised completion date.

Notification Status: Pending

**Revision 1 is saved**

Notification No: 202118395

[New Notification](#) [New search](#) [Back to listing](#) [Print](#)