# OPERATION & MAINTENANCE
# ONLINE PAYMENT PORTAL

**HENRY COUNTY HEALTH DEPARTMENT**

## This online portal allows you to:

- Pay for Your Operation Permit
- Submit Service Evaluations and/or Pumping Report to fulfill your permit maintenance requirements
- Make changes to your contact information
- View your previously submitted documents
- Track previous Operation Permit payments

## Getting Started:

1. Follow this link:

https://www.hdis.org/hsts/henry/

2. Click "Create Login" button

3. Enter your Record Number, as shown on the top, right corner of your letter

4. Enter your Street Number (do not enter the street name, e.g., for 1234 Main St, enter "1234")

5. You will be prompted to provide an email address as a permanent Username and to create and verify a secure password. You MUST have a valid email address to create an account.

6. The final step of account registration is to validate your email address by clicking the link in the activation email sent to that address. You can then log back in using your new account credentials.

7. All payments made online will be subject to a service fee.

Other Resources → Henry County Health Department    O&M Program

**Email Address**  Enter Email Address

**Password**  Enter Password

Forgot password?

Login    Create Login

**Record Number:**  Enter Record Number

**Street Number:**  Enter Street

Submit    Return to Main Screen

If the system informs you that an account is already registered for this address, or you have any other login issues, please feel free to contact our office at (419) 599-5545 to resolve the issue.