July 2025

Lead & Healthy Homes

Online Abatement

Notification User Manual

**Indiana Department of Health**

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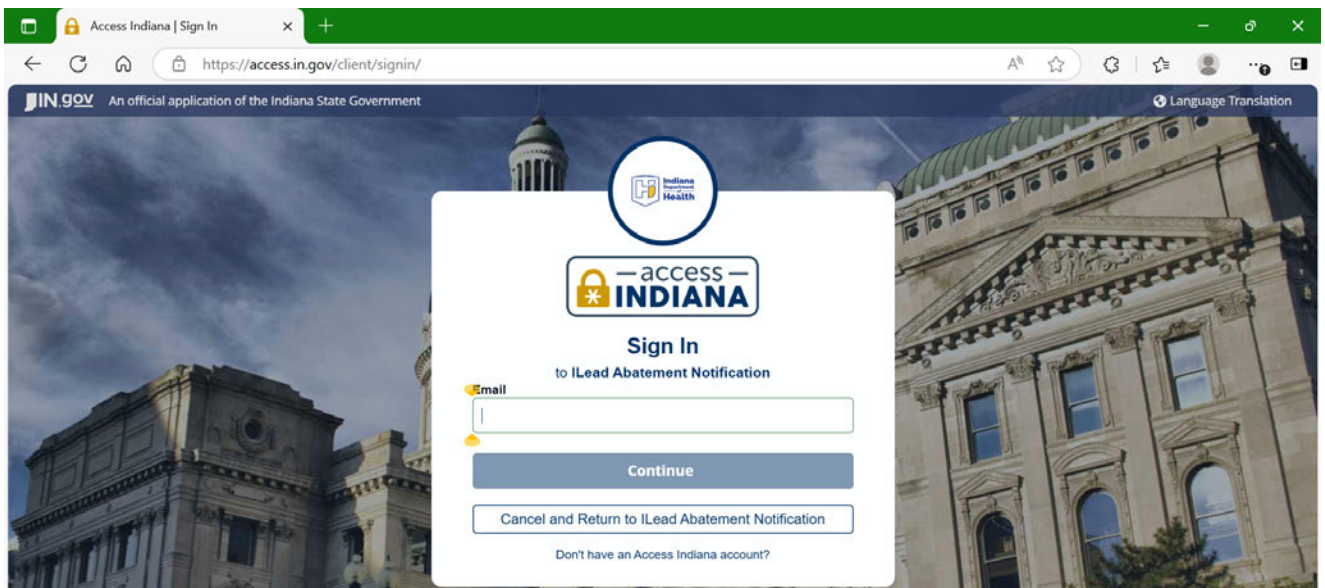# Online Abatement Notification & Payment Portal

Abatement Notification (Payment Portal) is an application to keep track of payment details for abatement notifications.

Getting Started:

1) To log into the Online Abatement Notification portal, first access ISDH E-Portal https://eportal.isdh.in.gov/ILEADABN/ and login with your Access Indiana account.
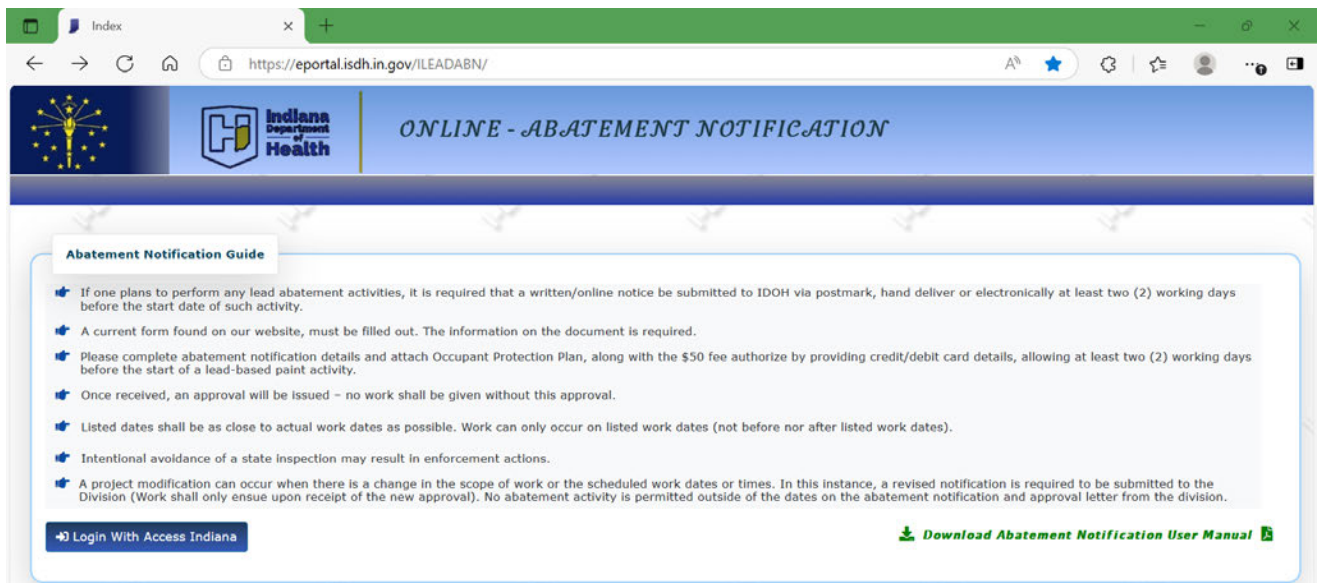
2) Click on the "Login with Access Indiana" button to sign in. This will take you to the sign in page.

3) Once you are logged in, you will be navigated to Online Abatement Notification Portal home page.

Home Page:

The Notifications home page by default displays list of all notifications associated with the login user, and you can also search for a specific notification.

Users can perform the following functions on home page:

1) Search notifications.
2) Add New Notifications.
3) Edit individual Notification from list of Notifications shown in table. (**Only Admins can edit notifications)**
4) View individual Notification details.
5) Delete individual Notification. (**Only Admins can delete Notifications**)
6) Upload individual Notification Attachments.
7) Payment Capture. (**Only Admins can capture payment**)

 - Edit Notification   - View Notification Details   - Delete Notification

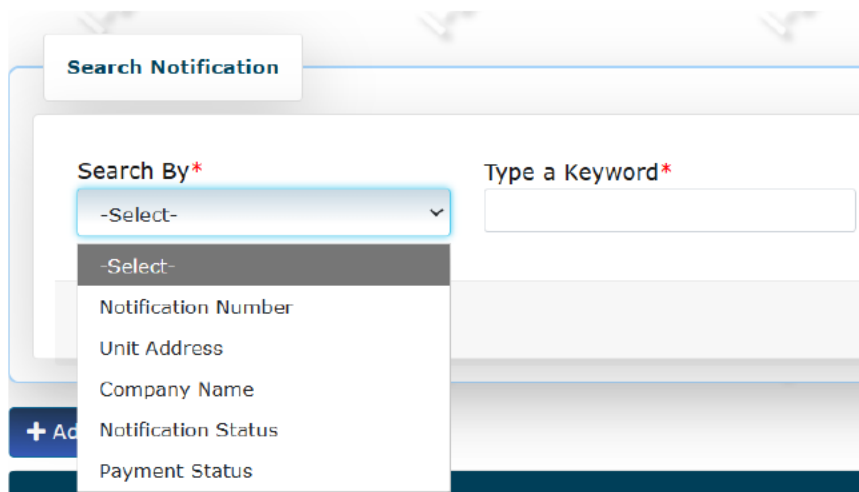 - Upload Attachments   - Capture Payment

Search Notifications:

You can search for notifications with the following search options:

- Notification Number
- Unit Address
- Company Name
- Notification Status
- Payment Status

The **Search By** dropdown will display all search options. Users need to select one of the search options and enter the corresponding value in the "Keyword" and click on the "Search" button to see the notification search results.

Add New Notification:

Note: Revisions to and cancellations of notifications require admin editing of the original notification. To have your revision or cancellation processed, upload the revised or canceled NOLAA PDF file as an attachment to the original notification. The admin will receive an automated message that you have done so and can then process your revision or cancellation.

 - Upload Attachments

Users can add a new notification by clicking the "Add Notification" button on Home Page. Below is the Add Notification screen. Users can enter notification details on this screen and save the notification. All mandatory fields are indicated with red asterisk (*) symbol; the user must enter values in these fields.

- Always select "Original" when inputting a new notification.

- For IDOH Staff Information, select any option from the dropdown. The correct option will be selected by whichever IDOH staff member processes your notification.

- For Risk Assessor/Lead Inspector Information, provide the contact and license information of the risk assessor/inspector who wrote the RA/inspection report off of which your work contract is based.

Edit Notification: (Only Admins)

Only Admins can Edit Notification details. Edit Notification feature on Home page will not be available to normal users.
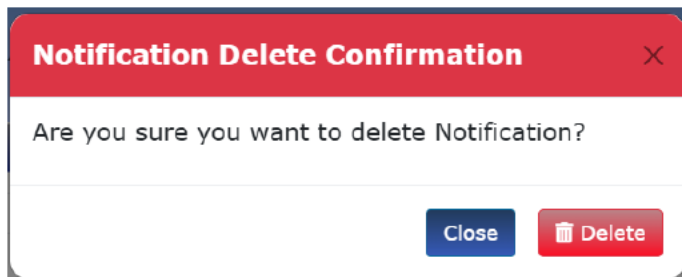
View Notification:

All users can View Notification details. You are only able view, and not edit, in this mode.

Delete Notification: (Only Admins)

Only Admins can delete a Notification, Delete Notification feature on Home page will not be available to normal users.

Notification Delete Confirmation   ✕

Are you sure you want to delete Notification?

Close   🗑 Delete

Upload Attachments:

You can upload attachments (documents) for each notification from the notifications list on Home Page. Users can upload multiple attachments for each notification. Uploaded attachments (documents) are shown in the table as below. Users must upload at least one document to proceed with notification payment.

The "Proceed to Payment" button will be disabled if no documents are uploaded for the notification. Users can download and delete the uploaded documents.

You can download "Occupant Protection Plan" document from this upload attachment page. A download link is provided to download the document.

Payment Authorization:

You should authorize your payment on this screen. You can select your payment type like "credit card" or "e-check". This page will display the notification details in read only mode. You must select the confirm check box, before clicking the "Authorize Payment" button. You will be navigated to Payment Gateway page, where you need to enter Payment and address details and submit payment. After receiving the payment receipt, be sure to click the Continue button. Once the payment is submitted, the user will be navigated back to the payment authorization page below.

ONLINE - ABATEMENT NOTIFICATION

Indiana Department of Health

Payment - Lead Abatement Notification   🔼 Back

Abatement Notification Details

Notification Type:	Original
Property Owner Name:	Test Test
Property Owner Address:	Test , Indy , IN , 46201
Contractor Name:	▮▮▮▮▮▮
WorkSite Address:	Test , Indy , IN , 46204
Operations Executed:	Interior , Wet Stripping , Encapsulation , Exterior , Enclosure
Procedures Used:	XRF Report
Application Fees:	$ 50.00
Payment Type:	Credit Card ⌄

☐ *I confirm that the above furnished details are true.*

Authorize Payment   *Provide your Credit/Debit card details for authorization of payment. Your card won't be charged until your application is approved.*

Payment Gateway:

securecheckout-uat.cdc.nicusa.com/Checkout/?token=501be4b6-a2eb-441d-a817-6c24860ca914

NIC

1 Payment Type ▸ **2** Customer Info ▸ **3** Payment Information ▸ **4** Submit Payment

Transaction Detail

SKU	Description	Unit Price	Quantity	Amount
1	IDOH ILEAD Abatement Fee	$50.00	1	$50.00
Total				$50.00

Transaction Summary

IDOH ILEAD Abatement Fee	$50.00
Service Fee	$1.39
Total amount due	**$51.39**

Payment

Payment Type	✔

Need Help?

Please complete the Customer Information Section.

Capture Payment: (Only Admins)

Payment Capture page is accessible only to Admins. Admins can Capture, Refund or Cancel the Payment. Admins can Approve or Deny a Notification on this page. Admins can send Approval Letters from this page.