Date: 11/23/2005

To: Licensing Administrators

Cc: Carolynne Stevens, Lynne Williams

From: Bill Spitzer, Operations Manager

RE: *Memorandum to State Regulated Care Facilities*

In preparation for the "new" Phase I and Phase II Training, the following is a reminder on the procedures outlined in a prior Memorandum regarding "Procedures for Notification of State Regulated Care Facilities of the 2000 Uniform Statewide Building Code (USBC) and the 2000 Statewide Fire Prevention Code (SFPC) requirements."

1. The Licensing Inspector (LI) shall provide a copy of the *Memorandum to State Regulated Care Facilities* dated September 14, 2000, to all currently licensed Family Day Home Providers in his/her caseload. At the time of delivery, the LI shall provide consultation, explaining the requirements set forth in the document. The delivery of the memorandum shall take place at the time of the next inspection, and shall be documented in the Inspection Summary and in the cumulative history of the facility case file.

2. A copy of the *Memorandum to State Regulated Care Facilities* dated September 14, 2000, shall be included in the initial application packets for all FDHs. During the pre-application and pre-licensure sessions, the Licensing Trainer will provide consultation, explaining the requirements set forth in the document. At the time of the Initial Inspection for licensure the LI shall provide consultation; document the consultation in the Inspection Summary and in the cumulative history of the facility case file.

3. Because the Department of Social Services, Division of Licensing Programs does not have the authority to do so, LIs shall not cite violations of 4.21 or 4.22 of the Minimum Standards for Licensed Family Day Homes.

Attachment

COMMONWEALTH of VIRGINIA

DEPARTMENT OF
HOUSING AND COMMUNITY DEVELOPMENT
Division of Building and Fire Regulation

James S. Gilmore, III
Governor

Barry E. DuVal
Secretary of
Commerce and Trade

William C. Shelton
Director

MEMORANDUM

TO: State Regulated Care Facilities

FROM: Richard A. Farthing, P. E.
Chief Engineer
Virginia State Fire Marshal's Office

DATE: September 14, 2000

The new 2000 Uniform Statewide Building Code (USBC) and the 2000 Statewide Fire Prevention Code (SFPC) have new regulations regarding State Regulated Care Facilities (SRCF). The regulations apply to new and existing State Regulated Care Facilities.

The building and fire prevention codes define a State Regulated Care Facility as a building or part thereof occupied by persons in the care of others where program regulatory oversight is provided by the Virginia Department of Social Services; Virginia Department of Mental Health, Mental Retardation and Substance Abuse Services; Virginia Department of Education or Virginia Department of Juvenile Justice. SRCF are residential buildings classified in building code use groups R-2, R-3 and R-4 only.

The new regulations require all SRCF to have a fire extinguisher and smoke detectors in the following locations:

Fire Extinguisher

Type ABC portable fire extinguisher having at least a 2A10BC rating is required in each kitchen (USBC 3402.15).

Smoke Detectors (Battery powered or electric with battery backup)

As a minimum, a smoke detector shall be properly installed outside of each sleeping area in the immediate vicinity of bedrooms and on each additional floor (USBC 3402.15).

Licensed State Regulated Care Facilities have one additional requirement:

Fire exit drills shall be conducted not less than twelve times per year (SFPC F-701.1.1 & F-704.3.1).