



**INSTRUCTIONS/GENERAL  
INFORMATION**

REQUESTS FOR FIRE SAFETY INSPECTION  
CLEARANCES

**GENERAL INFORMATION FOR COMPLETING  
COMMUNITY CARE LICENSING REQUEST FORMS FOR  
FIRE SAFETY INSPECTION**

A complete license application requires a valid fire clearance for the facility to be licensed. The applicant is responsible for acquiring the fire clearance from their local fire authority. If your facility is within City boundaries, **we are the local fire authority** and can be reached at the above-mentioned address and telephone numbers. If you are outside city boundaries, please call Kern County Fire Department at 391-7000. If you are unsure, please feel free to contact us to ensure that we have jurisdiction for the address of the facility to be licensed.

*Do not contact us to schedule the inspection.* After you have filled out your forms and mailed them to the State, the State of California will at that time send us an 850 Request for Fire Safety Inspection form. *We will then contact you at the phone number you have provided us.* (Please be sure to provide a working telephone number where we can reach you, the applicant, to set up the fire safety inspection appointment.) At that time, if you should have any questions or concerns, be ready to discuss them along with any other questions you may have regarding ambulatory and non-ambulatory capacities of the facility.

Upon completion of the fire safety inspection, the lower part of your form will be completed by the Fire Department and faxed to the State.

If you have questions regarding how to fill out the form, please call the Department of Alcohol and Drug Programs, Licensing and Certification Branch Officer-of-the-Day at (916) 322-2911.

**FACILITY TYPES:**

Adoption Agency  
Foster Family Agency  
Foster Family Agency Sub-office  
Certified Foster Family Home  
Small Family Home  
Foster Family Home  
Group Home  
Adult Residential Facility  
Residential Care Facility for the Chronically III  
Residential Care Facility for the Elderly  
Social Rehabilitation Facility  
Adult Day Care  
Adult Day Support Center  
Large Family Day Care/Childcare  
Family Child Care Home  
Child Care Center (Infant)  
Child Care Center (School Age)  
Child Care Center-III Children  
Preschool Child Care Center

**COMMON QUESTIONS AND ANSWERS**

FOR REQUESTS FOR FIRE SAFETY INSPECTION CLEARANCES



**COMMON QUESTIONS AND ANSWERS**

1. Where do I get a Manual Fire Pull?

Look in the Yellow Pages under Fire Alarms.

2. Where do I get my Fire Extinguisher Serviced?

Look in the Yellow pages under Fire Alarms.

3. I need to schedule an appointment to get a Fire Safety Inspection for our Daycare Facility, Group Home, etc.

You must first fill out your forms and mail them to the State of California. The State, in turn, will send us an 850 Request for Fire Safety Inspection Form. We will then contact you at the phone number you have provided us. (Please be sure to provide a working telephone number where we can reach you, the applicant, to set up the fire safety inspection appointment.)