



Dear Provider,

A copy of an approved Fire Marshal inspection is required at the time of renewal of an Assisted Living and Residential Care / Memory Care facility license. (OAR411-055-0013 (2)). This inspection must have been completed within 12 months of the expiration date of your license.

It is necessary to allow adequate time for inspections to be scheduled and completed before the license renewal date. The Fire Marshal suggests that these forms be submitted a minimum of ninety (90) days prior to license expiration date.

Licensed Facilities referral for Fire Safety Inspection form MSC210 may be obtained from the CBC website:

<http://www.oregon.gov/dhs/providers-partners/licensing/cbc/Pages/forms.aspx>

Complete form MSC210 and email the form to the Oregon State Fire Marshal office at osfminspections@state.or.us to be assigned to a Local Fire Department or OSFM Deputy.

If you have any additional questions, please contact Lynda Freeman, Licensing Specialist, Office of Licensing and Regulatory Oversight at Lynda.a.freeman@state.or.us or 503.373.2130

Thank you,

CBC Licensing