

**Miami Dade County Department of Emergency Management**

 9300 NW 41st Street

 Miami, FL 33178

 Email: emergencyplans@miamidade.gov

 Phone: 305-468-5400

Fax: 305-468-5401

**FIRE SAFETY PLAN & APPROVAL LETTER INSTRUCTIONS**

**The Agency for Health Care Administration (AHCA) and Miami-Dade County Department of Emergency Management require that all facilities submit their facility’s current Fire Safety Plan. Please note, the Fire Safety Plan may also be referred to as the Emergency Action Plan (EAP). A facility must adhere to the life safety code and regulations as set by the National Fire Protection Association (NFPA), the state of Florida, and additional regulations, as set by a jurisdiction’s Fire Rescue Department. The Miami-Dade County Department of Emergency Management enforces the requirements as set by the various Fire Rescue departments in Miami-Dade County. Please upload the Fire Safety Plan (Emergency Action Plan) Approval letter, along with the Fire Safety Plan, in one (1) document. The Fire Safety Plan Approval Letter must be the first page, followed by the Fire Safety Plan. Please note, a facility’s Life safety Operating Permit is not required. *When uploading the Fire Safety Plan and Approval Letter do not include this page.***