



DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONS

Public Safety Services



M. J. "MIKE" FOSTER, JR.
GOVERNOR

V. J. BELLA
STATE FIRE MARSHAL

INTERPRETIVE MEMORANDUM 2002 - 03

To: Louisiana Licensed Architects
Louisiana Licensed Engineers
Louisiana Licensed Sprinkler Contractors
Louisiana Licensed Fire Alarm Contractors
Louisiana Licensed Fire Suppression Contractors
Representations of Louisiana State Fire Marshals Office:
Felicia Cooper, Administrator - Inspections, Louisiana State Fire Marshals Office
Stephen Gogreve, Manager, Louisiana State Fire Marshals Office
Boyd Petty, Manager, Louisiana State Fire Marshals Office
Pat Day, Supervisor of Health Care Inspections, Louisiana State Fire Marshals Office
Plan Review Staff, Louisiana State Fire Marshals Office

From: Don Zeringue, Chief Architect
Jean Carter, Architect Supervisor
Fidel Fremin, Architect Supervisor
Cynthia Obier, Architect Supervisor

Approved: Henry Fry, Deputy Assistant Secretary

Date: April 18, 2002 Revision Date: July 18, 2003

Re: Requirements for Daycare Occupancies

The following chart depicts this office's policy concerning day care home plan review submittal and/or field inspection.

Day Care Homes

Table with 5 columns: Clients, Family Day Care Homes (1-3, 4-6), Group Daycare Homes (7-12), and Daycare Center (13 or more). Rows include Plan Review and Field Inspection requirements.

Licensing Categories

*FDCH - Family Day Care Home
CCAP - Child Care Assistance Program

- Family Day Care Homes - (3 or less clients) - Do not require plan review or field inspection by this office.
Family Day Care Homes - (4 to 6 clients) - Requires both plan review and field inspection. Exception: A plan review is not required for this occupancy & client group where the facility is licensed as either FDCH or CCAP.
Group Day Care Homes - (7 to 12 clients) - Requires both plan review by this office and field inspection prior to occupancy.
All Day Care Centers - (13 or more clients) - Requires both plan review by this office and field inspection prior to occupancy.
DZ/md

"Is Yours Working"??

Smoke Detectors Save Lives!!

OFFICE OF STATE FIRE MARSHAL, CODE ENFORCEMENT, AND BUILDING SAFETY

7919 INDEPENDENCE BLVD, BATON ROUGE, LA 70806

(225) 925-4911 1-800-256-5452