



ALCOHOL, DRUG & MENTAL HEALTH SERVICES
CAROL BURTON, INTERIM DIRECTOR

Quality Assurance Office
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Date: December 4, 2017

To: School-Based Providers of Medi-Cal Specialty Mental Health Services (SMHS)

From: ACBHCS Quality Assurance

RE: Annual Fire Clearance Requirement

This letter supersedes any previous versions of this letter prior to the above-mentioned date. A valid fire clearance is required annually for all BHCS county-operated and contract provider-operated behavioral health programs funded in whole or in part by Medi-Cal dollars for Specialty Mental Health services. As of July 1, 2017, Alameda County BHCS requires the use of the attached form to request an Occupancy Inspection from the fire department for all school-based services. **Please complete one form for each school site location and submit it to the appropriate fire jurisdiction (see below) to request an Occupancy Inspection for your agency’s school-based behavioral health program(s).** This form, once signed by the appropriate fire jurisdiction inspector(s), may be used to serve as the required fire clearance. **Please note that each fire jurisdiction may also require the use of additional forms to complete the actual inspection in addition to this request form.**

If your school administration/facilities manager has on hand a valid fire clearance with no outstanding or pending violations or plans of correction (must be dated within the last 12 months) for the entire site, you may use that instead of this form. For school-based programs within the Oakland Unified School District, BHCS has a clearance letter for all school sites within OUSD (excluding charter schools). ***If your fire clearance specifies particular room and/or office numbers, your program’s National Provider Identifier (NPI) record must also reflect this. Your agency may need to update information in the NPI registry: <https://nppes.cms.hhs.gov>***

Please use the chart below for the appropriate fire jurisdictions and contacts. Fire inspection costs are governed by each jurisdiction and may vary in amount. BHCS has no authority to negotiate or change any inspections costs. All contacts are subject to change without notice and you may need to follow up with additional calls and/or emails to other staff in the departments. **Submit copies of annual fire clearances to: SiteCertification@acgov.or OR mail to: ACBHCS Quality Assurance Office, 2000 Embarcadero, Suite 400, Oakland, CA 94605.**

City Name	Fire Jurisdiction and Contact Information
Alameda	Ken Jeffery Sr. Fire Code Compliance Officer, Alameda Fire Department Preventative Services 2263 Santa Clara Avenue, Room 190 Alameda, CA 94501 510 337-2126 KJEFFERY@alamedaca.gov
Albany	City of Albany Fire Department 1000 San Pablo Avenue Albany, California 94706 Telephone: 510-528-5770
Berkeley	City of Berkeley Fire Department 2100 M.L.K. Jr Way, Berkeley, CA 94704



	Fire Prevention Unit Phone # 510-981-5585 Fax # 510-981-5579
Castro Valley	Unincorporated Alameda County, County Fire Prevention, 399 Elmhurst Street, Room 120, Hayward, CA 94544 Trenton Willis, Fire Code Compliance Officer, Alameda County Fire Department Trenton.Willis@acgov.org
Dublin	Dublin Fire Prevention, 100 Civic Plaza, Dublin, CA. 94568 Phone# 510-670-5853 Fax# 510-887-5836
Emeryville	Emeryville Fire Prevention, 1333 Park Avenue, Emeryville, CA. 94608 Phone # 510-596-3759 Fax# 510-450-7812
Fremont	City of Fremont Fire Department 3300 Capitol Ave., Building A Fremont, CA 94538 Phone# 494-4200 Fax # 510 494-4250
Hayward	City of Hayward Fire Department 777 B St, Hayward, CA 94541 Phone # 510-583-4900 Fax # 510-583-3641 Scott Sandau, Fire Inspector 510-583-4916 Dave Rasmusson, Fire Inspector 510-583-4991 <i>*Additionally please contact Kate Graves, Alameda County Behavioral Health Lead for Hayward USD at kgraves@acgov.org</i>
Livermore	Livermore-Pleasanton Fire Department 3560 Nevada Street Pleasanton, CA 94566 Phone # 925-454-2361 Fax # 925- 249-2397
Newark	Newark Fire Prevention, 37101 Newark Blvd, Newark, CA 94560 Phone # 510-578-4218 Fax # 510-578-4281
Oakland	Oakland Fire Prevention Bureau 250 Frank H. Ogawa Plaza, Oakland, CA Phone # 510-238- 3851 Fax # 510-238-6739
Piedmont	Piedmont Fire Department 120 Vista Avenue Piedmont, CA 94611 Phone# 510-420-3030
Pleasanton	Livermore-Pleasanton Fire Department 3560 Nevada Street Pleasanton, CA 94566 Phone # 925-454-2361 Fax # 925- 249-2397
San Leandro	San Leandro Fire Prevention, 935 E. 14 th Street, San Leandro, CA 94577 Phone # 510-577-3317 Fax # 510-3419 Joan Austin-Garrett, Fire Code Compliance Officer Joan.Austin-Garrett@acgov.org
San Lorenzo	Unincorporated Alameda County, County Fire Prevention, 399 Elmhurst Street, Room 120, Hayward, CA 94544 Trenton Willis, Fire Code Compliance Officer, Alameda County Fire Department Trenton.Willis@acgov.org
Union City	Union City Fire Prevention, 34009 Alvarado-Niles Road, CA 94587 Joe Villarreal Fire Code Compliance Officer , Alameda County Fire Department Joe.Villarreal@acgov.org