



RICHMOND COUNTY HEALTH DEPARTMENT

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North Carolina
Public Health

Request for Evaluation of a Residential Care Facility

The intent of this application is to provide information in addition to the plans regarding the operational procedures of the facility.

The Rules Governing the Sanitation of Residential Care Facilities (15A NCAC 18A .1600) requires plans and specifications for new construction or modification of residential care facilities, except family foster homes, shall be submitted to the Richmond County Health Department for review and approval. Plans must be submitted with the necessary paperwork (see checklist below) to the Richmond County Health Department.

Submittal Checklist:

- _____ Plans drawn to scale for Residential Care Facility.
_____ Completed Application

1. Establishment Name: _____
2. Owner of Facility: _____
3. Supervising Agency (if applicable): _____
4. Supervising Agency contact number: _____
5. Contact Person Information: _____
6. Facility address: _____
7. Phone (day): _____ Phone (other): _____
8. Proposed Opening Date: _____
9. **License Number (if applicable)** Maximum Capacity: _____
10. What dates/times someone will be onsite at the facility? _____
11. Sewage Disposal: Municipal Septic system
12. Water Supply: Municipal Private well

I hereby certify that the information in this application is correct, and I understand that any deviation without prior approval from this Health Regulatory Office may nullify plan approval.

Signature of Applicant: _____ **Date:** _____