Fire – Inspection – Regulated Care Facility

Follow the instructions below for creating a **Regulated Care Facility Inspection** in PLUS. The steps below review the application process from beginning to end.

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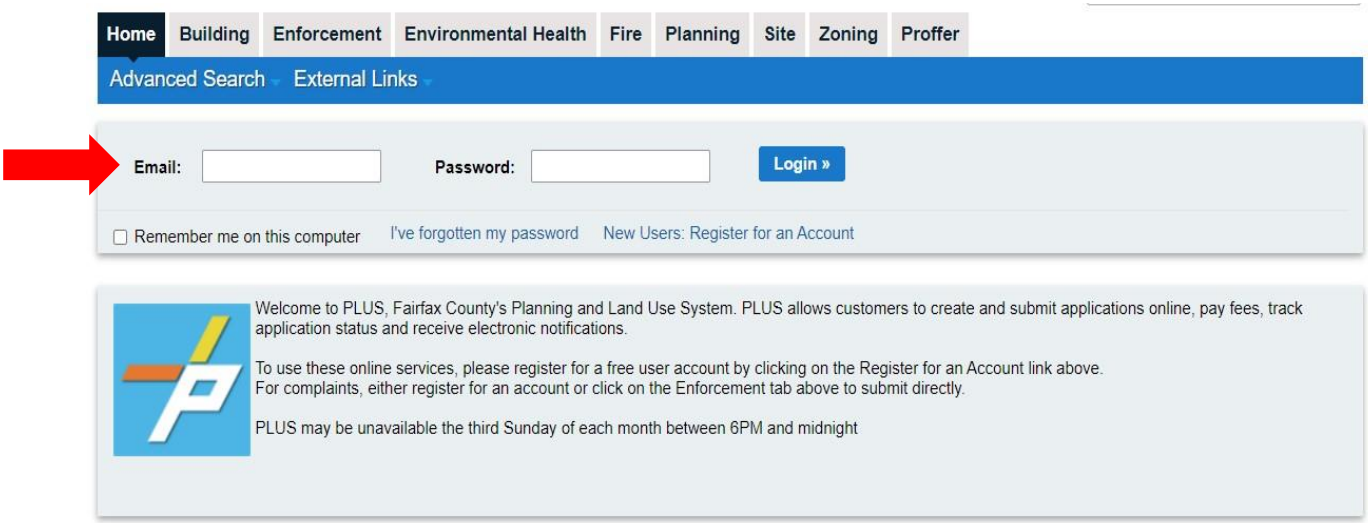
Required Information
Locate Application
Create Application

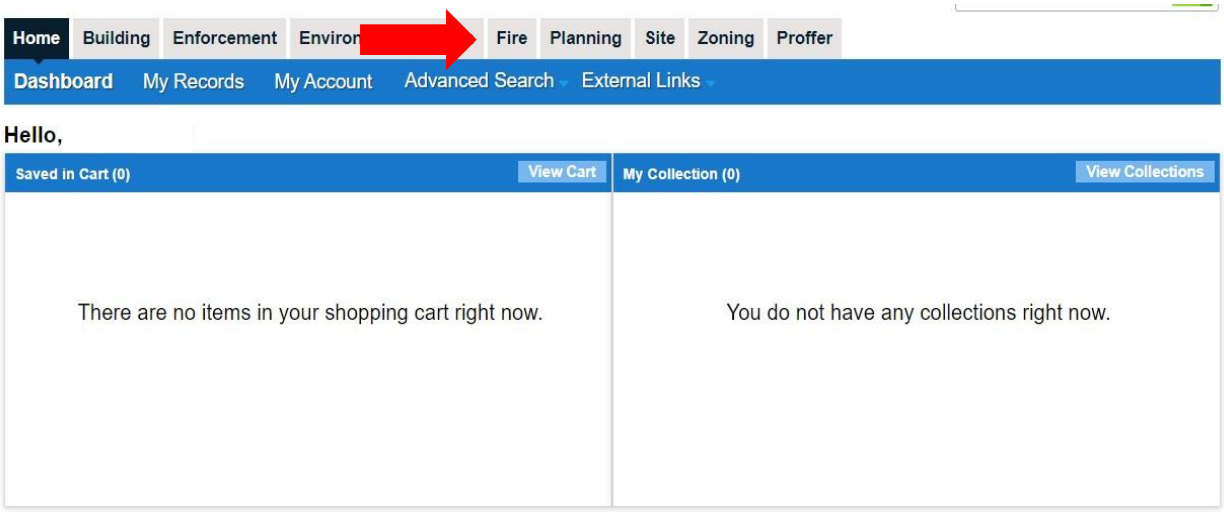
Required Information

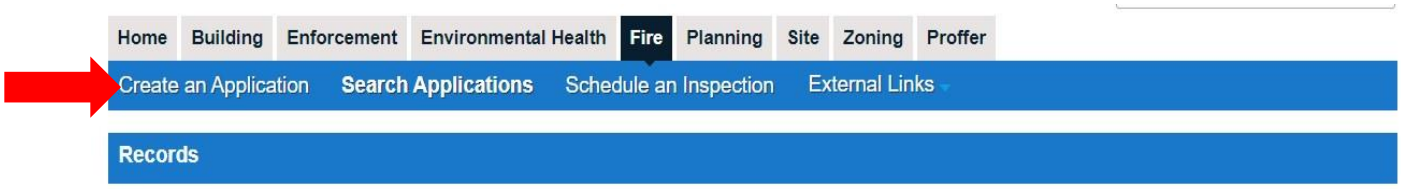
- A registered account

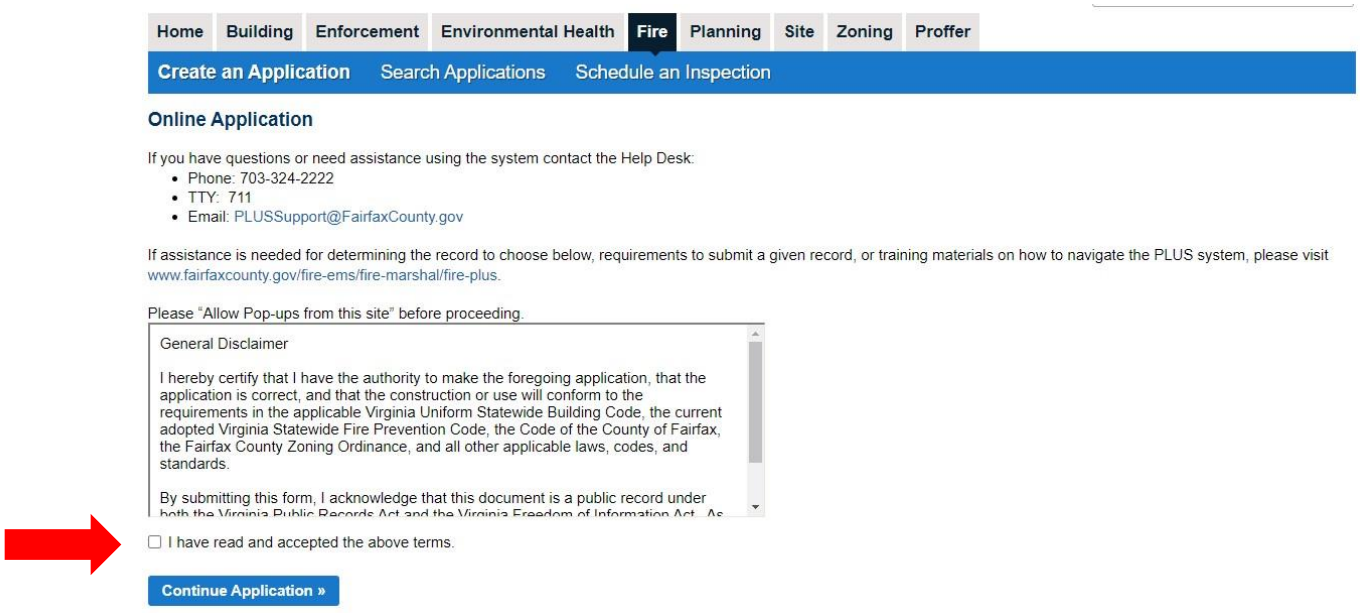
Locate Application

1. Login to **PLUS** using your registered email address and password
2. Click **Fire** module tab
3. Click **Create an Application**
4. **Check the box** to indicate you have read and accepted the terms

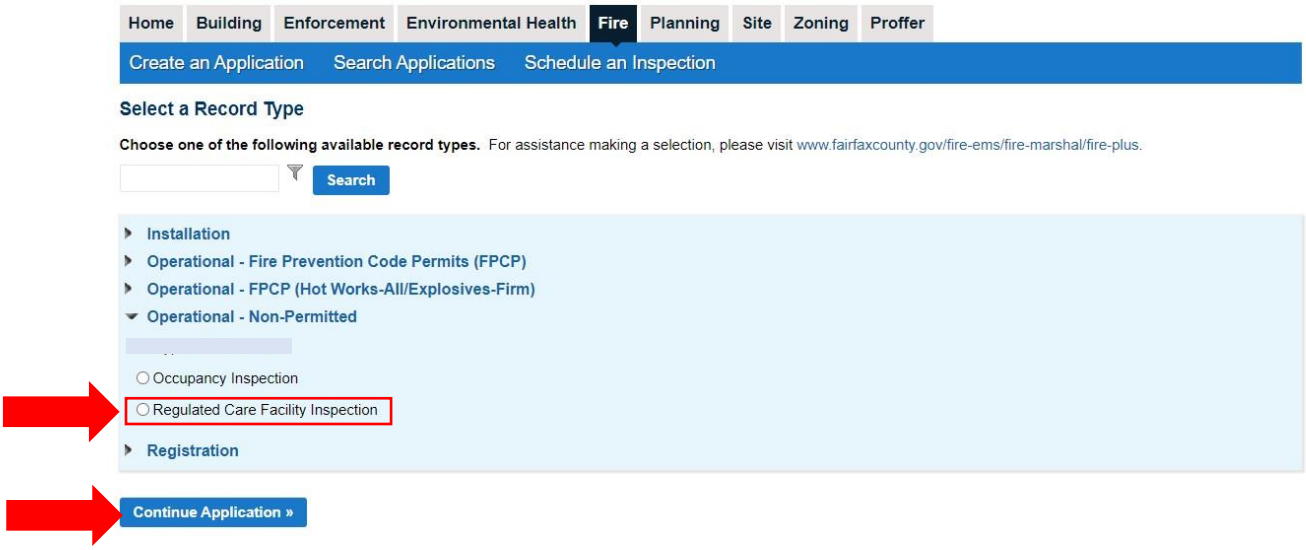






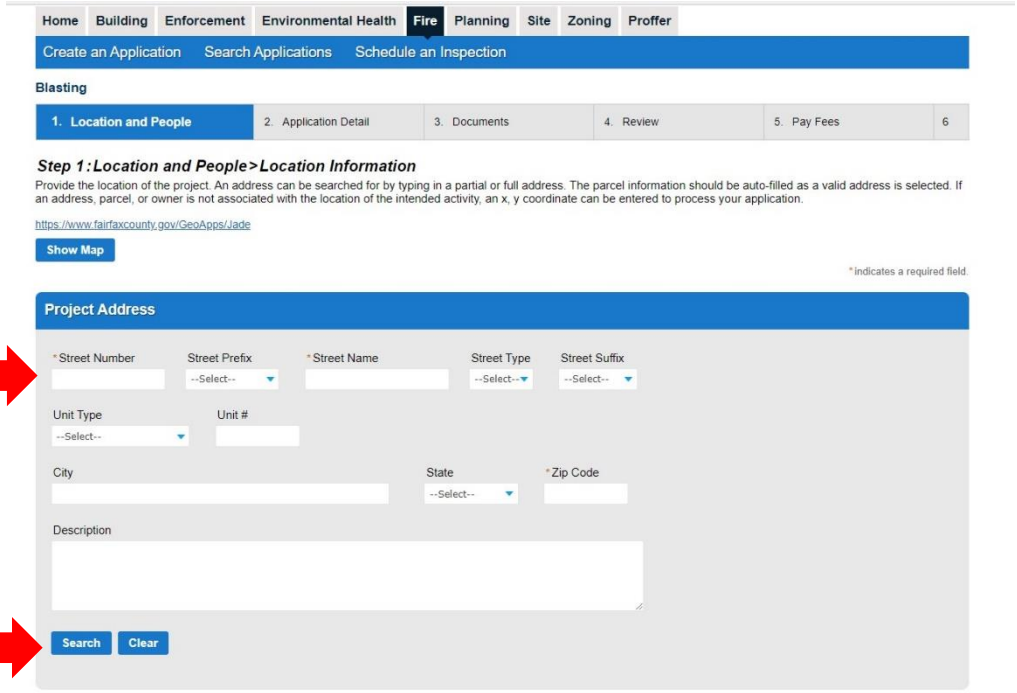


5. Expand the **Operational – Non-Permitted** on the Select a Record Type screen
6. Select the option for **Occupancy Inspection**
7. Continue Application

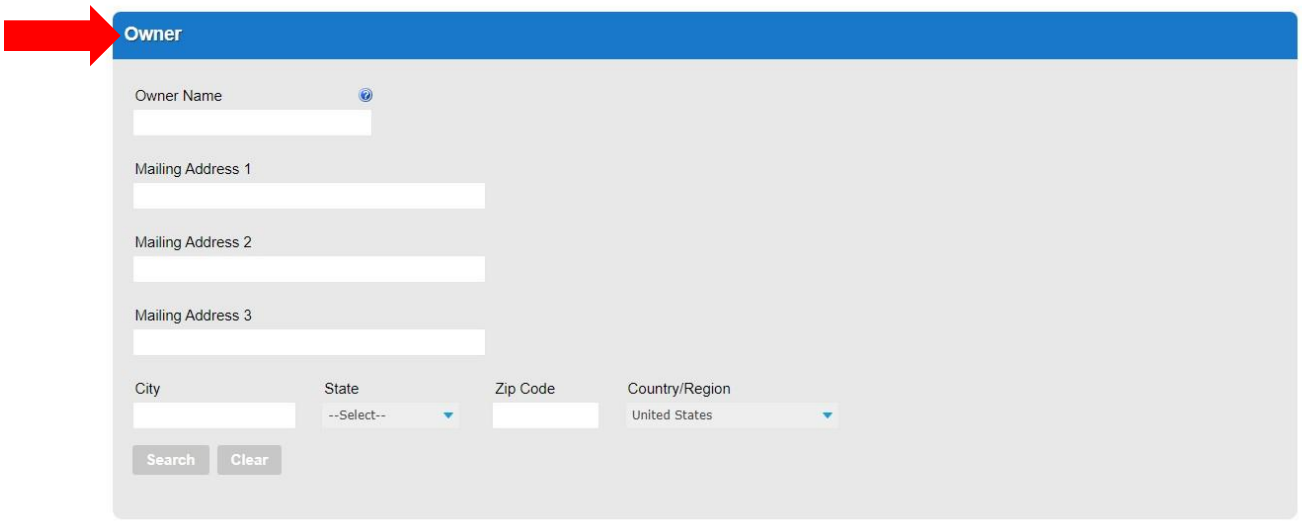

Home
Building
Enforcement
Environmental Health
Fire
Planning
Site
Zoning
Proffer
Create an Application
Search Applications
Schedule an Inspection
Select a Record Type
Choose one of the following available record types. For assistance making a selection, please visit www.fairfaxcounty.gov/fire-ems/fire-marshal/fire-plus.
Search
Installation
Operational - Fire Prevention Code Permits (FPCP)
Operational - FPCP (Hot Works-All/Explosives-Firm)
Operational - Non-Permitted
Occupancy Inspection
Regulated Care Facility Inspection
Registration
Continue Application »

Create Application

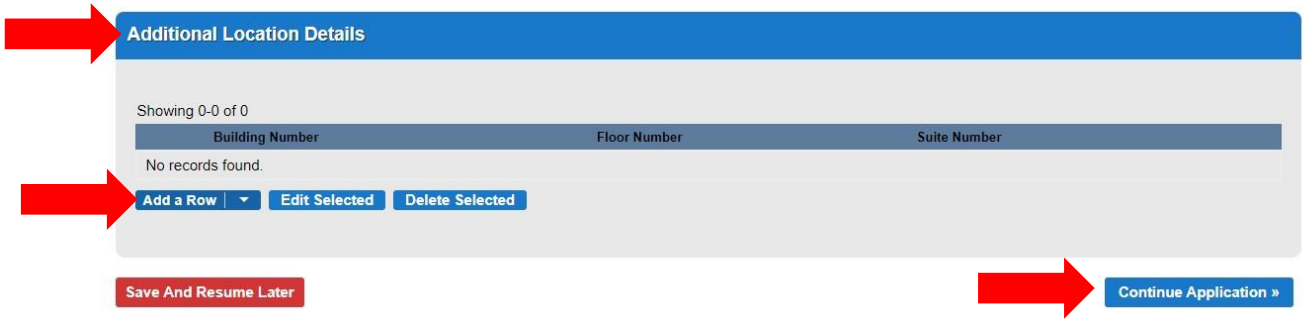
1. Complete Step 1: Location and People
2. To fill in a location, use either the Project Address or Parcel information boxes:
    a. To search for an address using Project Address, type address information into the text boxes and click **Search**. Addresses containing the corresponding information will be displayed.
    b. To search for an address using a Parcel ID, type the Parcel ID number in the textbox and click **Search.** The Project Address information corresponding to that Parcel ID will be auto filled.



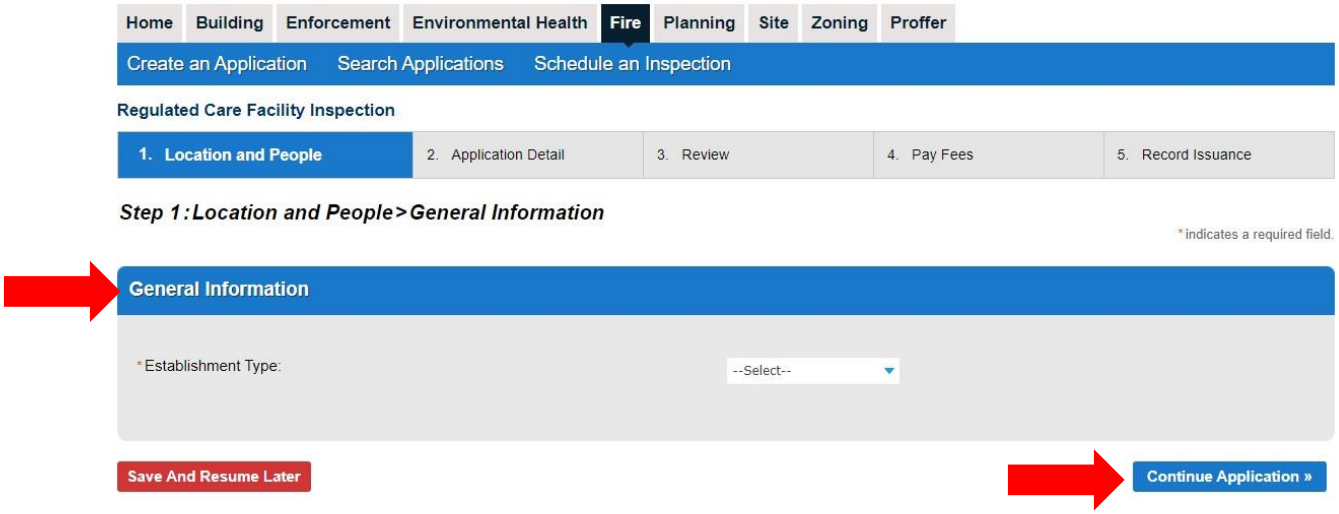
3. Owner information will be auto populated based on the Location provided



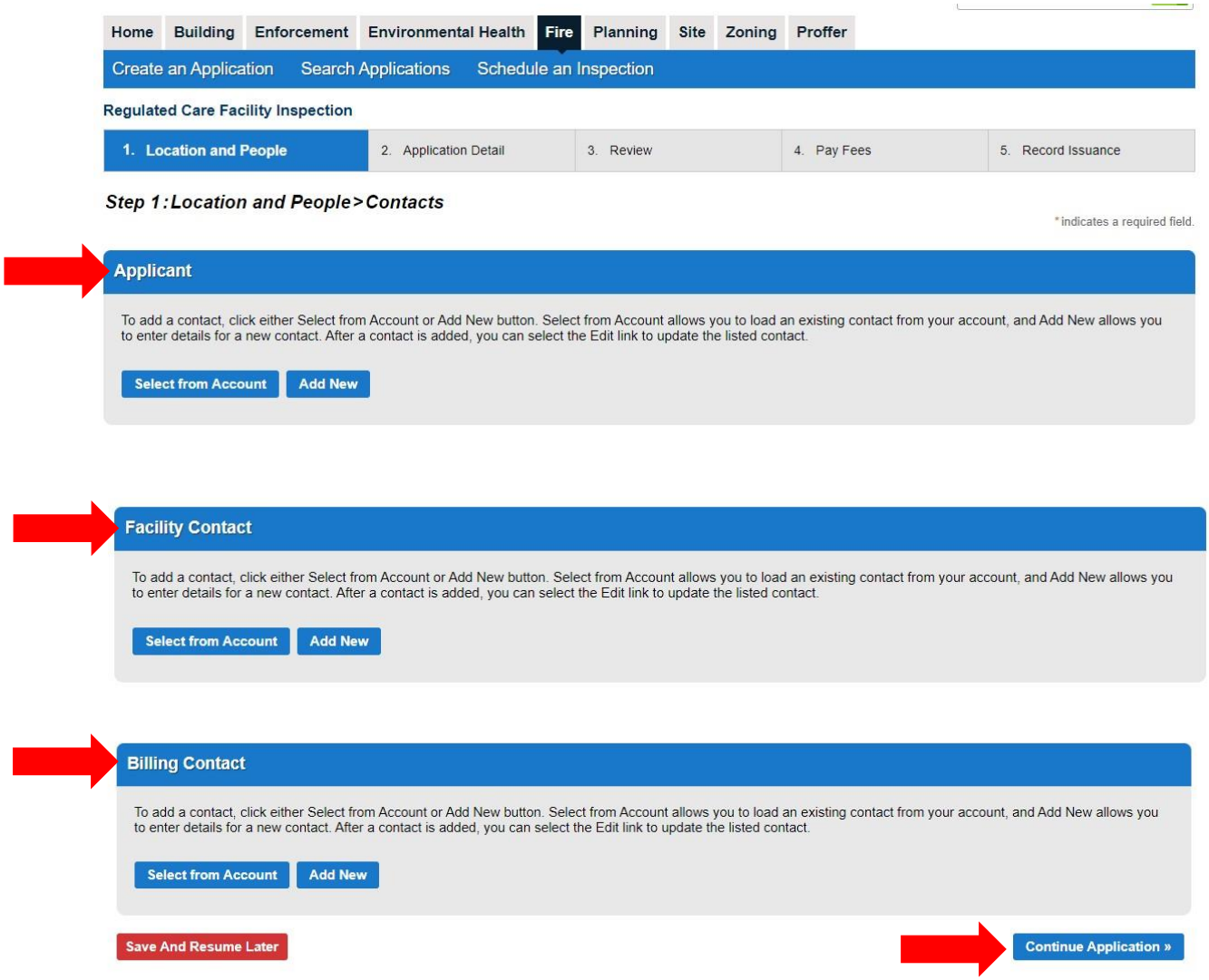
4. Fill out the Additional Location Details if required
    a. Click **Add a Row**
    b. Fill out the required information
5. Continue Application



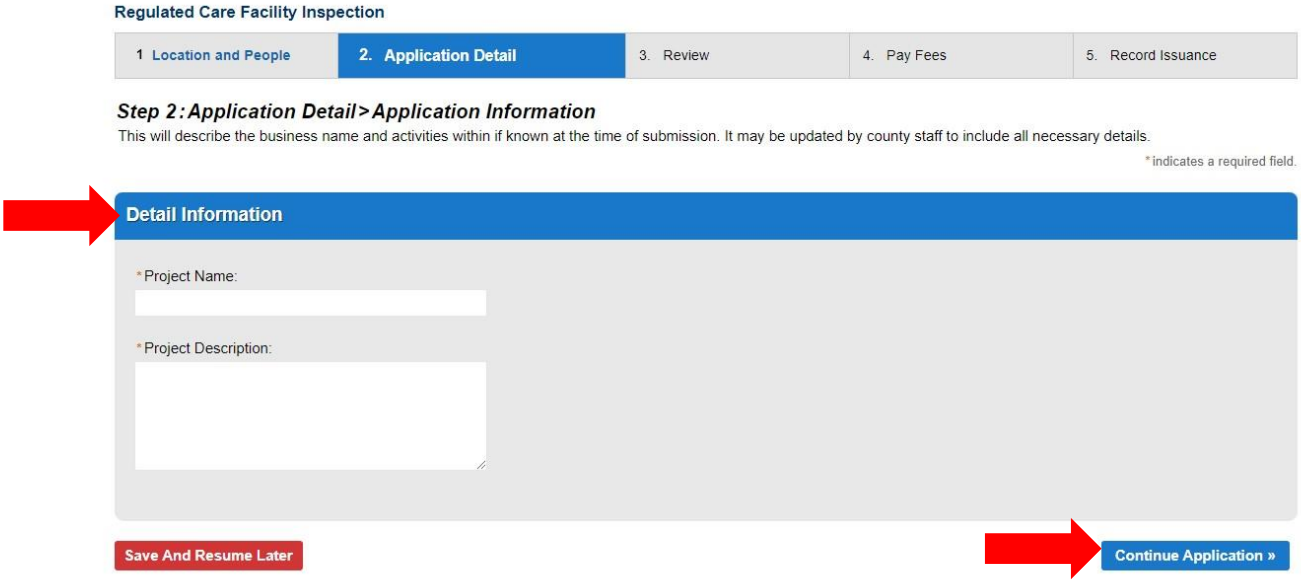
6. Answer the questions in **General Information**
7. Continue Application



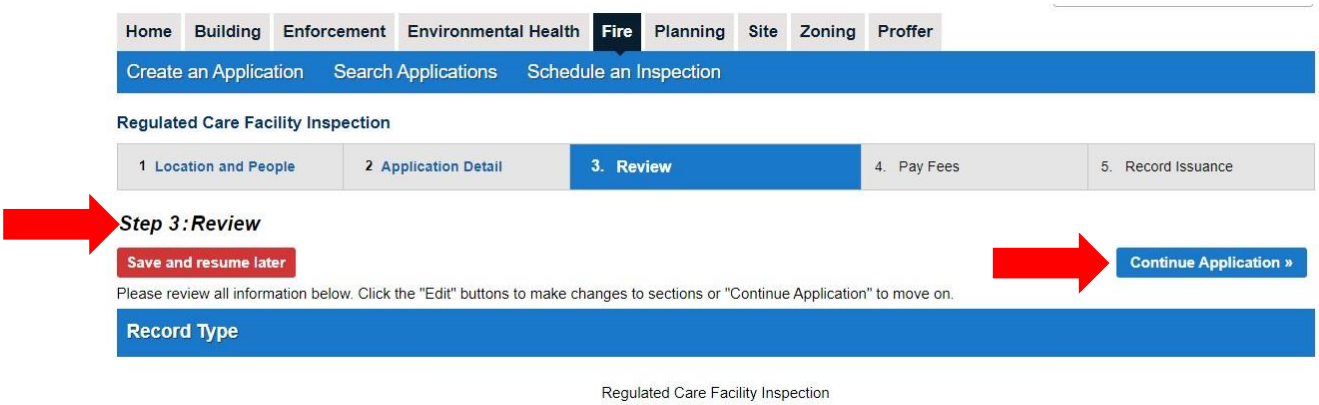
8. Fill in information for Applicant, Facility Contact and Billing Contact
9. Use the **Select** button to search for saved contacts on the account
10. Continue Application



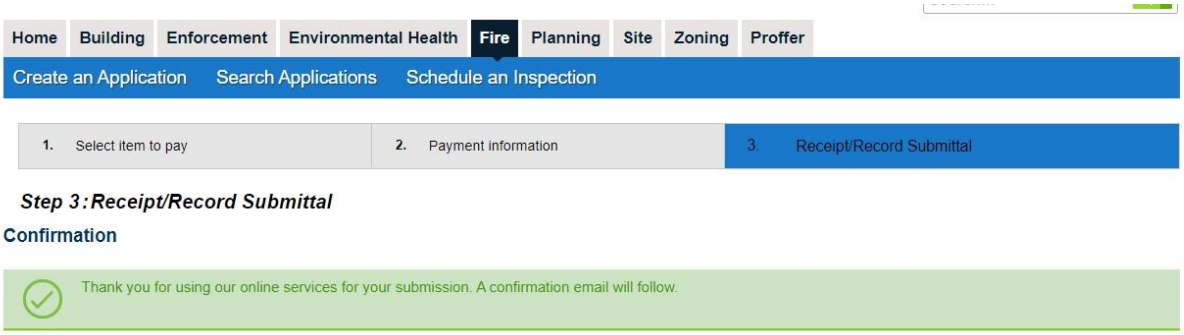
11. Complete Step 2: Application Details
12. Fill in the Detail Information
13. Continue Application



14. Complete Step 3: Review
15. Review application to make sure all information is correct
16. Continue Application



17. Step 4: A confirmation screen will verify that your application was submitted and a record number is provided



18. Once your application has been reviewed & approved you will receive notice to make payment in PLUS