



# OFFICE OF INSURANCE AND SAFETY FIRE COMMISSIONER

**JOHN F. KING**  
COMMISSIONER OF INSURANCE  
SAFETY FIRE COMMISSIONER  
INDUSTRIAL LOAN COMMISSIONER

SEVENTH FLOOR, WEST TOWER  
FLOYD BUILDING  
2 MARTIN LUTHER KING, JR. DRIVE  
ATLANTA, GA 30334  
(404) 656-2056  
[www.oci.ga.gov](http://www.oci.ga.gov)

July 1, 2020

## RE: Second and Third Quarter Fire Drill

To our Assisted Living Communities and Home Health Care Partners,

In regard to the COVID-19 crisis and the worry of the spread throughout the Communities the following directive is hereby issued. We understand that some Assisted Living Communities and Home Health Care may have not be able to complete their mandatory quarterly fire safety drills for the Second and Third Quarter of 2020.

Therefore, if your facility has failed to complete the mandatory drill before the COVID-19 Crisis, no penalties will be issued; we will instead require a documented orientation training related to your current fire plan. This training will instruct employees, including existing, new and temporary employees, and current occupants of their duties or plan for evacuation, life safety procedures and where the fire protection devices in their assigned area. This orientation will allow education with consideration of current guidelines.

This is in regards to the SFMO jurisdiction under OCGA Title 25, code and regulations, but our office does not any have any authority with the regulatory requirements and/or agreements your facilities may have with DCH (Department of Community Health) and/or CMS (Center for Medicare/Medicaid Services), please check with these Departments in regards to their requirements.

If your facility was able to complete the fire safety drill, please record and report as normal. Depending on the future of this crisis, additional directives may follow.

If you have any questions or concerns please contact our Fire Safety Manager Keith Shadix at [kshadix@oci.ga.gov](mailto:kshadix@oci.ga.gov) or (404) 463-0378.

Sincerely,

Mark Revenew



**John F. King**  
Insurance and Safety  
Fire Commissioner

### Mark Revenew

Deputy Commission Fire Safety  
Georgia Department of Insurance  
2 Martin Luther King, Jr. Drive SE  
Suite 920, West Tower  
Atlanta, Georgia 30334  
Tel (404) 656-3205  
[mrevenew@oci.ga.gov](mailto:mrevenew@oci.ga.gov)

