1. Decide on which Categorical Waivers you wish to implement. (See CMS S&C-13-58 LSC and S&C-2-21-LSC)

2. Using the 2012 edition of the NFPA 101 Life Safety Code, make a list of all the requirements to implement this waiver.

3. Contact the local (Not AHCA) fire inspecting authority at your county or city building or fire department. Set up a meeting with the local Authority Having Jurisdiction for the fire inspection of your building.

4. Prepare for the meeting by having copies of the following documents available:
   • The Categorical Waiver S&C letter from CMS
   • The Fire Safety Brochure (If you are planning to implement one of the Culture Change revisions)
   • A copy of all of the Life Safety Code requirements from the 2012 NFPA 101 LSC.
   • A small plan or diagram, drawings, specifications, cut sheets, or other pertinent information regarding the implementation of the waiver.
   • A letter on the nursing letter head asking for permission to implement the change based on Section 1.4.3 Equivalent Compliance of the 2009 NFPA 101 Life Safety Code.

5. Once permission has been gained from the local fire inspecting authority, prepare a memo or record of the revision to have on hand to present to the AHCA survey team at the next annual survey.

6. File the Categorical memo and all material associated with the waiver for use until CMS adopts the 2012 edition of NFPA 101 LSC