



Group Care Facility Licensing

All facilities licensed/inspected by the Okaloosa County Health Dept. must go through certain requirements to become licensed by this department:

- An appointment must be made with the environmental specialist or supervisor and a plan review completed on the proposed facility. At this time a set of floor plans showing pertinent items such as plumbing and sanitary facilities must be provided.
- **For Daycares, schools, Adult Living Facilities, and other Residential facilities a \$47.00 plan review and inspection fee will be charged. (Additional inspection fees, \$31.00, may be charged for each inspection made prior to opening.)**
- A sign off sheet will be given after approval of the plans. All agencies and departments must indicate final approval before the facility will be opened.
- A permit/ license/ certificate will only be issued following successful completion of the plan review process, construction/ pre-opening inspections of the facility, and payment of the appropriate yearly fees. An application and a check for the appropriate fee must be submitted to this office. Upon receipt of the fee and application, the receipt and permit/license/certificate will be mailed to the facility at the mailing address indicated on the application.

Please call us at 850-689-7859 for the Crestview office or 850-833-9247 for the Fort Walton Beach office if you have additional questions.