

## **INSTRUCTIONS FOR REQUESTING A TEMPORARY WAIVER IN ePOC:**

A Temporary Waiver (TW) may be requested for corrective action requiring additional time for correction, in which the correction is clearly beyond the control of the facility/provider. A TW will not be recommended for a correction that could be made in a reasonable period of time or a correction that is clearly within the control of the facility/provider.

A TW may not be issued for an Emergency Preparedness E-Tag.

Include the following information in the ePOC text field in the appropriate K-tag:

- The **first paragraph** must document to CMS, justification the unmet provision would not adversely affect the health and safety of the residents/staff of the facility.
- In the **second paragraph** CMS requires, a timetable with measurable milestone dates of major activities to correct the deficiency that the surveyor could monitor on any subsequent follow-up visit. Failure to follow the timetable and milestones established may result in enforcement actions.
- In the **third paragraph** CMS requires, when a TW of LSC requirements is in effect, the facility shall have increased fire safety awareness. This increased fire safety awareness may include the establishment of interim safety measures such as a Fire Watch, an increased number of fire drills, training of staff at the facility or other measures that would provide an increased measure of fire protection.
- **TEMPORARY WAIVER EXPIRATION DATE:** Enter the date in which the K-tag will be corrected and in full compliance in ePOC at the **Completion X5 field**.
- **A TW cannot exceed 6 months from the survey exit date in which it was cited.**

**NOTE:** The TW should be requested for a reasonable period of time to complete all activities, *including* planning, design, permitting and plan review submittal/approval by the Bureau of Fire Services. **BE SURE TO ALLOW SUFFICIENT TIME.** If the correction is not made by the date entered in ePOC at the Completion X5 field, the TW will expire, you will be given no further opportunity to extend the TW and penalties may be imposed for items not corrected on the Completion X5 date or expiration date of the TW.

**\*\*\*REFER TO YOUR ENFORCEMENT LETTER FOR FURTHER INSTRUCTIONS.\*\*\***