



Central Arizona Fire and Medical Authority
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PRESS RELEASE

March 23, 2020

Out of an abundance of caution, and in an effort to protect citizens and our employees from the potential spread of COVID-19, the Central Arizona Fire and Medical Authority will suspend in-person access to our administrative office effective Monday, March 23, 2020.

CAFMA has put in place processes to assist the public in completing Fire Authority business in the most efficient way possible. All departments will be available via telephone and email.

Permit Applications: Applications are available on our website, www.cazfire.org. Please fill out applications in full prior to drop-off as we will not be able to assist you in person. If you have difficulty locating the appropriate permit application, or need assistance filling out the form, please call our office at the number listed above.

Plans Submittal: Please deposit completed permit applications, plans, and payment for fees in the weather-proof container labeled "DROP OFF" located next to our main entrance. If paying by credit card, please call our office at the number listed above to process the payment prior to submitting your plans. Once processed, you will receive an email acknowledging receipt of your plans submission and payment.

Permit/Plans Pick-Up: We will notify you when your plans have been approved and are ready for pick-up. Please contact our office at the number listed above to request your approved plans/permits; upon request, we will place them in the weather-proof container labeled "PICK-UP".

Records Requests: Public records request forms are available on our website, www.cazfire.org, and can be emailed to records@cafire.org, or mailed to our office at the address listed above. **FOR EMS RECORDS:** A copy of the requestor's driver's license or State issued ID must accompany the records request form, along with the appropriate HIPAA release if the request is not being made by the patient. Please see our form for detailed instructions, or call our office at the number listed above if you have questions.

The Central Arizona Fire and Medical Authority would like to take this opportunity to remind everyone to follow the recommendations of the County Health Department, the CDC, and other health organizations by maintaining social distance, avoiding unnecessary contact with others, and washing your hands. Please check the following resources for the latest and most accurate information and recommendations:

- CDC Website on Coronavirus - <http://www.cdc.gov/coronavirus/2019-ncov/>
- CDC Travel Notices - <https://wwwnc.cdc.gov/travel/notices/warning/novel-coronavirus-china>
- Yavapai County Health Services - <http://www.yavapai.us/CHS>
- Arizona Department of Health Services - <https://www.azdhs.gov/>