Dear Prospective Facility Owner,

Thank you for your interest in establishing an Elderly Care Facility. Below is a list of essential requirements to help guide you through the process:

1. **Letter of Request**: You must submit a signed letter addressed to the Chief Medical Officer of Health, requesting permission to open your facility, along with your plans. Please send the letter either to the Ministry of Health and Wellness at the address provided below, or via email to [kenneth.george@health.gov.bb](mailto:kenneth.george@health.gov.bb)

**Address**:   
Chief Medical Officer  
Ministry of Health and Wellness  
Frank Walcott Building  
Culloden Road  
St. Michael

1. **Application Form**: Along with your letter, you must submit an application form, which can be found on page 17 of the **Health Services Act Cap 44 (Private Hospitals, Nursing Homes, Senior Citizens' Homes, and Maternity Homes) Regulations 2005**.
2. **Building Plans**: Approved building plans must be submitted to the **Environmental Health Departmen**t of the Ministry of Health and Wellness.
   * If the building already exists, you will also need to submit an application for **Change of Use**, along with the building plans, to the **Town and Country Planning Department**.
3. **Regulations**: There are several regulations with which your facility must comply. Three key regulations are already provided, while the others can be accessed at the public library or purchased from the Government Printery.

* Health Services (Building) Regulations
* Health Services (Restaurant) Regulations
* Health Services Act Cap. 44

Other relevant regulations include:

* Pharmacy (Compounding and Dispensing of Drugs and Poisons) Regulations
* Disposal of Offensive Matter Regulations
* Prevention of Overcrowding of Premises Regulations
* Collections and Disposal of Refuse Regulations
* Control and Destruction of Mosquitoes, Termites and other Insects, Rodents and other Vermin Regulations
* Communicable and Notifiable Disease Regulations
* Lodging House and Barracks Regulations
* Food Hygiene Regulations
* Offensive Trade Regulations.
* Maintenance of the Proper Sanitary Condition of Premises.
* Prevention, Treatment, Limitation and Suppression of Disease Regulations.
* Measures for Ensuring the Purity of the Water Supply Regulations.
* Drug Abuse (Control and Prevention) Regulations.
* Nuisances Regulations
* Swimming Pool Regulations (if applicable)

The Advisory and Inspection Committee of the Ministry of Health and Wellness wishes you success in your endeavor.

Kind regards,