

License Renewal Notification
(e-mailed 03/28/08)

This message is for health facilities licensed by the Bureau of Health Systems in accordance with MCL 333.20162 and identified in MCL 333.20106: clinical laboratories, county medical care facilities, freestanding outpatient facilities, hospitals, nursing homes, hospices, and hospice residences.

Beginning in 2008 for the license period August 1, 2008 to July 31, 2009, and for subsequent license periods, the Michigan Department of Community Health, Bureau of Health Systems will issue annual licenses to county medical care facilities, freestanding outpatient facilities, nursing homes, hospices, and hospice residences. Hospitals will be issued a two (2) year license. The duration of each license will be indicated on the license in accordance with MCL 333.20164 and will be one (1) year for county medical care facilities, freestanding outpatient facilities, nursing homes, hospices, and hospice residences. The duration of the hospital license will be two years as required by statute.

These health facilities will receive an invoice in June 2008 and in June in subsequent years for renewals. **A license will not be issued until the invoice is paid in full.** Some facilities will also receive a Facility Profile for updating information. A health facility must be active, must meet the minimum requirements for operation and where applicable, be in compliance with its certificate of need to have its license renewed. Health facilities that do not receive an invoice by June 30, 2008 should contact the Bureau of Health Systems immediately.

There is no fee for a hospice license. There is a hospice residence license fee. It is important that license fees are paid and renewals issued before August 1, 2008 for the 2008-2009 license and before August 1 in successive years for renewals. Health facility licenses expire without notice. Health facilities may not operate without a license and are subject to penalties for continuing to operate without a license. All current licenses expire July 31, 2008.

The practice of issuing multi-site hospital or other health facility licenses, except as appropriate for hospice licenses, will be discontinued.

Hospice licenses (for which there is no fee) will be issued automatically in July 2008. All other licenses will be issued after receipt of payment. The expiration date for licenses issued in July 2008 is July 31, 2009, except for hospitals which will expire July 31, 2010. Hospitals will continue to be assessed license fees annually as required by statute.

The schedule of license fees and assessments is contained in MCL 333.20161.

License fees will be prorated for new facilities or for facilities that add beds during the license year.

Health facilities that operate without a license are in violation of 1978 PA 368, the Michigan Public Health Code and will also be in violation of Conditions of Participation for facilities participating in Medicare/Medicaid. Health facilities that operate without a license may not be eligible for provider reimbursement or be required to refund payments received.

Questions regarding this process may be directed to the Division of Nursing Home Monitoring at (517) 334-8408 for nursing home or county medical care facility licenses. All other health facilities should contact the Division of Licensing and Certification at (517) 241-4160.