

FAQs For Clinical Laboratory Scientists (CLS)

Q: How can I obtain information regarding eligibility for the examination?

A: Visit the Laboratory Field Services (LFS) website at <http://www.cdph.ca.gov/programs/lfs/pages/default.aspx> or Contact LFS at (510) 620-3800, or email LFS at: LFSpersonnel@cdph.ca.gov

Q: How can I submit an application for CLS, Director, MLT, Cytotechnologist, and Phlebotomist or trainee licensure?

A: Apply online at <https://healthappportal.cdph.ca.gov/osphld/per1>

Q: How much is the application fee?

A: The application fee is non-refundable and the amount is posted at the LFS website <http://www.cdph.ca.gov/programs/lfs/Pages/FeeInformation.aspx>.

Q: I've submitted my application and fee online. How long will it take to process my application?

A: The average time to process applications is 90 days, based upon the receipt of complete application or attestation page and all official documents. Incomplete application packages without proper documents will be abandoned after 150 days from the application submission or registration date.

Q: Which certifying organization examinations are approved for the State of California?

A: A comprehensive list of approved certifying organizations is posted on the LFS website at <http://www.cdph.ca.gov/programs/lfs/pages/default.aspx>.

Q: Is California still offering the State-administered (November exam)?

A: No. Qualified applicants must pass state approved certification exam in lieu of state administered exam.

Q: Are there any California State approved certifying organization examinations for specialty licenses such as chemistry, microbiology, hematology, immunohematology, and toxicology?

A: Yes. A comprehensive list of approved certifying organizations is posted on the LFS website at www.cdph.ca.gov/programs/lfs/pages/default.aspx.

Q: Does LFS notify me if my file is missing documents?

A: Yes, immediately upon review of your file, LFS will notify you of any missing or incomplete documents or information.

Q: Are application fees refundable?

A: No. Application fees are non-refundable. An application submitted without a fee will not be processed.

Q: Due to circumstances beyond my control; I was unable to meet the 150 days deadline, can I use the previous application fee towards a new application?

A: No. You have to reapply and pay the fee for any new application if 150 days has lapsed from the original application registration.

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Q: I am a non-United States (foreign) graduate, what is the process to submit proof of education?

A: You must submit a copy of your official transcript to AACRAO for evaluation.
<http://www.aacrao.org>.

Q: Do I have to be in California to take the Certifying Organization Examination?

A: No, contact the certifying organizations of your choice for information regarding the examination for California licensure. The contact information is posted on the LFS website at www.cdph.ca.gov/programs/lfs.aspx

Q: I have a copy of my transcripts. Can I include that with my application?

A: No. Official transcripts must be sent directly to LFS from the college or university registrar's office.

Q: When can I take the certifying organization exam?

A: You may take the certifying examination after you have received a qualification letter from LFS along with the unique identification number. You must then contact the certifying organization to take their exam.

Q: I am certified by ASCP or AAB, can I have my California license?

A: Only if you become qualified by California. You must apply online, pay the application fee, and be qualified by LFS as meeting California education and training/experience requirements. And pass the online California law quiz.

Q: How long does LFS keep documents?

A: LFS keeps all documents for 3 years.

Q: When do I have to take the online quiz on California law?

A: After you receive the qualification letter. Your user name and password will be on the qualification letter. The link is on the LFS website.

Q: Can I use my old unique identification number if my application was abandoned?

A: No. You have to re-apply, pay the application fee, and the registration system will assign to you a new unique identification number.

Q: If I failed the state administered examination can I take it again?

A: The examination is no longer administered by the State. The applicant must take the state approved certification examination. (California Business and Professions Code Section 1262.5).

Q: I failed the examination over five years ago; do I have to submit a new transcript and verification of training/experience?

A: Yes. LFS keeps the transcripts and supporting documents for 3 years. All documents must be sent directly from the institution to LFS.

Q: What are the subjects areas covered in the certifying organizations exam?

A: Contact the individual certifying organizations to obtain specific information.