



MARK B HORTON, MD, MSPH
Director

State of California—Health and Human Services Agency
California Department of Public Health



ARNOLD SCHWARZENEGGER
Governor

October 6, 2008

AFL 08-26

TO: All Facilities Licensed By the California Department of Public Health (CDPH) Licensing and Certification Program (L&C) Under California Health and Safety (H&S) Code Section 1266

SUBJECT: Fiscal Year (FY) 2008/09 License Renewal Fee Schedule

The purpose of this memorandum is to inform you of the FY 2008/09 license renewal fees as approved by the California Legislature on September 23, 2008 (Attachment A). Over the past several years, several important amendments to the H&S Code Section 1266 have been implemented.

- Establishment of the L&C Program Special Fund (H&S 1266.9).
- Change in the annual fee setting methodology (H&S 1266).
- Establishment of FY 2008/09 License Fees. (Attachment A).
- Establishment of late payment penalties for license renewals (H&S 1266.5. [Attachment B])

The FY 2008/09 fee schedule has been posted on the L&C website, along with current license renewal information and questions and answers on the L&C website: <http://www.cdph.ca.gov/pubsforms/fiscalrep/Documents/LicCertFeeListing09.pdf>. The new renewal fees are effective as of July 1, 2008.

Renewal Reminders

- Facilities whose license is due to expire the beginning of November will soon be receiving their renewal notice prior to their new license effective date. All other facilities can expect to receive their renewal notices approximately 90 days prior to their new license effective date.
- Facilities must ensure the license number is annotated on the payment.

- **Facilities are to continue to send the renewal application form with facility and ownership information to the local District Office as noted at the bottom of the application form.** The District Office will continue to be responsible for determining if all licensure conditions (other than fee payment) are met before issuing the license.
- From the date we receive the payment, please allow 4-6 weeks total processing time. If you do not receive your license and have confirmed the check has cleared the bank, please contact your local District Office.
- **Licensees are responsible for payment of the licensing fee on or before the license expiration date regardless of receiving a renewal notice. You should contact the Grant and Fiscal Assessment Unit if you have not received a renewal notice 90 days from the license expiration date.**
- It is strongly suggested that licensees use a mailing method that includes the ability to track the status of mailed payments.
- To prevent delays in obtaining the renewed license, mail all license renewal fees and the remittance to the L&C Grant and Fiscal Assessment Unit at one of the addresses below:

Standard Delivery

California Department of Public Health
Licensing & Certification Program
Grant and Fiscal Assessment Unit
MS 3202
P. O. Box 997434
Sacramento, CA 95899-7434

Overnight Delivery

California Department of Public Health
Licensing & Certification Program
Grant and Fiscal Assessment Unit
MS 3202
1615 Capitol Ave., Suite 73.481
Sacramento, CA 95814-5015

Late Payment Penalties

H&S Code Section 1266.5 requires L&C to impose late payment penalties for health facilities and agencies for delinquent license renewal payments. Attachment B is the language for Section 1266.5 that details the penalty percentages by delinquency period.

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L&C may, upon written notification to the licensee, offset any moneys owed to the licensee by the Medi-Cal program or any other payment program administered by the California Department of Public Health, to recoup the license renewal fee and any associated late payment penalties, the statute authorizing late payment penalties does not provide the department with any mechanism for waiving the late payment penalty fees. **Late payment penalties are statutorily set and cannot be waived.**

Contact Information for the Grant and Fiscal Assessment Unit

Email: rcollection@dhs.ca.gov

Main Phone Number: (916) 552-8700 or (800) 236-9747

Please share this information with your licensing authority.

Sincerely,

Original Signed by Scott Vivona for Kathleen Billingsley, R.N.

Kathleen Billingsley, R.N.
Deputy Director
Center for Healthcare Quality

Attachments

ATTACHMENT A

LICENSING & CERTIFICATION PROGRAM LICENSE FEES 2008-09
Updated: October 1, 2008

<u>Type of Facility/Agency</u>	<u>Fee</u>
General Acute Care Hospitals	\$257.76 per bed
Acute Psychiatric Hospitals	\$257.76 per bed
Special Hospitals	\$257.76 per bed
District Hospitals less than <100 beds	\$257.76 per bed
Chemical Dependency Recovery Hospitals	\$144.59 per bed
Skilled Nursing Facilities	\$287.00 per bed
Intermediate Care Facilities	\$287.00 per bed
Intermediate Care Facilities- Developmentally Disabled	\$938.01 per bed
Intermediate Care Facilities-Developmentally Disabled Habilitative	\$938.01 per bed
Intermediate Care Facilities-Developmentally Disabled-Nursing	\$938.01 per bed
Home Health Agencies	\$4,159.42 per facility
Referral Agencies	\$3,564.13 per facility
Adult Day Health Centers	\$3,995.61 per facility
Congregate Living Health Facilities	\$287.00 per bed
Psychology Clinics	\$1,099.99 per facility
Primary Clinics-Community and Free	\$600.00 per facility
Specialty Clinics-Rehabilitation Clinics	\$200.00 per facility
Specialty Clinics-Surgical Clinics	\$1,918.00 per facility
Specialty Clinics-Chronic Dialysis Clinics	\$2,932.87 per facility
Pediatric Day Health/Respite Care	\$154.62 per bed
Alternative Birthing Centers	\$2,430.93 per facility
Hospice (2 year license)	\$1,875.41 per facility/per year
Correctional Treatment Centers	\$422.15 per bed

ATTACHMENT B

DELINQUENT PENALTY FEES – HEALTH & SAFETY CODE SECTION 1266.5

1266.5. (a) Whenever any entity required to pay fees pursuant to Section 1266 continues to operate beyond its license expiration date, without the Licensing and Certification Program renewal fees first having been paid as required by this division, those fees are delinquent.

(b) A late payment penalty shall be added to any delinquent fees due with an application for license renewal made later than midnight of the license expiration date.

The late payment penalty shall be computed as follows:

(1) For a delinquency period of 30 days or less, the penalty shall be 10 percent of the fee.

(2) For a delinquency period of more than 30 days to and including 60 days, the penalty shall be 20 percent of the fee.

(3) For a delinquency period of more than 60 days, the penalty shall be 60 percent of the fee.

(c) The department may, upon written notification to the licensee, offset any moneys owed to the licensee by the Medi-Cal program or any other payment program administered by the department, to recoup the license renewal fee and any associated late payment penalties.

(d) No license may be renewed without payment of the Licensing and Certification Program fee plus any late payment penalty.