



JEB BUSH, GOVERNOR

RHONDA M. MEDOWS, MD, FAAFP, SECRETARY

April 2, 2003

Robert E. Cline, MD  
President  
Florida Medical Association, Inc.  
Post Office Box 10269  
Tallahassee, FL 32302

Dear Dr. Cline:

Thank you for your letter expressing concern regarding the Agency for Health Care Administration's decision to stop providing courtesy license renewal notices to clinical laboratories.

The Agency's decision to stop sending courtesy renewal notices was carefully considered before implementation on January 1, 2003. The decision applies not only to clinical laboratory licenses but to all Agency licensing programs except where a renewal notification is statutorily mandated. Several years of steady cutbacks in the Agency's expense budget has led to a search for ways to become more efficient while not negatively affecting the quality of the oversight it provides or the provision of health care services regulated. The elimination of non-mandatory renewal notices is such an efficiency.

To ensure that each current clinical laboratory licensee is informed of this change, the Laboratory Unit is sending a one-time letter to each laboratory 60 to 90 days prior to its license expiration date advising of this change. No further renewal notices will be sent after that time.

In order to facilitate communication with laboratories that have e-mail access, the Agency has revised the initial and renewal license application to advise each applicant to provide an e-mail address for the contact person in each laboratory or physician office that would be responsible for tracking licenses and their expiration dates.

I appreciate that not every clinical laboratory provider may have Internet access in their office or home. However, Internet access is readily accessible at most public libraries and many libraries have persons available to assist those needing information from the Internet. Hospital and community college libraries may also have resources for reaching the Internet. Also, any licensee that contacts the Laboratory Unit by phone or e-mail requesting a link to the renewal forms will receive a prompt response. For those physicians located in rural areas and without Internet access, the staff of the Laboratory Unit will be happy to fax the renewal application to their office upon request.



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The CLIA renewal process is not affected in that the CLIA program will continue to send user fee remittance coupons as the mechanism to renew CLIA certificates.

Should you require additional information or have any questions, please contact Patricia James in the Laboratory Unit by phone at (850) 487-3109 or by e-mail at [jamesp@fdhc.state.fl.us](mailto:jamesp@fdhc.state.fl.us).

Sincerely,



Rhonda M. Medows, MD  
Secretary

RMM/cdk