



JEB BUSH, GOVERNOR

RHONDA M. MEDOWS, MD, FAAFP, SECRETARY

November 25, 2002

ATTN: «AdminDirector»
«Facility_Name»
«Maddr1»
«Maddr2»
«Mcity», «Mstate» «Mzip»

RE: Florida Clinical Laboratory License #«License_Nbr», Expiration: «Expiration_Date»
Lab Location: «Saddr1», «Saddr2»
«Scity», «Sstate» «Szip»

Dear Laboratory Services Provider:

In the past the Agency for Health Care Administration has sent reminders notifying providers of upcoming licensure renewal dates. This letter is to notify you of the change in this practice.

Florida, like many other states, is facing significant fiscal constraints. As such we have been asked to look at ways to reduce expenditures in order to live within the state's budget limitations. In response, the Agency will cease sending renewal reminder notices or renewal applications not required by statute.

In the future, rather than waiting for receipt of a licensure renewal package, providers are requested to obtain the renewal forms from the Agency's website at:

http://www.fdhc.state.fl.us/MCHQ/Health_Facility_Regulation/Laboratory_Licensure/index.shtml

Clicking on the appropriate facility or provider type will take you to the forms needed for your renewal application. These must be downloaded for completion as they require signatures and accompanying renewal payments. Completed forms cannot be transmitted electronically to the Agency. Please note that the renewal applications should be received by the Agency at least 60 days before the date on which the license is due to expire. Substantial fines may be levied by the Agency for operating without a valid license.

In order to expedite future communications to your facility, please submit your e-mail address with a copy of this letter, to the AHCA Laboratory Unit address at the left below.

This change will go into effect on January 1, 2003 for all application renewals due subsequent to that date. Questions about this message or the application renewal process should be directed to the Laboratory Unit at (850) 487-3109.

Sincerely,

Patricia L. James, B.S., M.A.
Health Services & Facilities Consultant Supervisor
Laboratory Unit

