

ELABORATIONS

News and Issues for Washington's Clinical Laboratories

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2007 MTS License Renewal Changes

by Leonard Kargacin, DOH/LQA

Current Medical Test Site (MTS) licenses expire on June 30, 2007. License renewal application packets will be mailed out in mid-March.

Didn't I just renew my MTS license in 2006? Yes. MTS licenses were renewed last Fall for an 8-month period. The 8-month license renewal was done to comply with the Washington State Department of Health (DOH) request that the office of Laboratory Quality Assurance (LQA) change the MTS licensing cycle to correspond with the Washington State biennial budget.

Didn't I pay the full 2-year fee when I renewed my MTS license last Fall even though I only received an 8-month license? No. The 2006 MTS license renewal fees were prorated for the 8-month period.

What does this mean for MTS license renewal this year? Your MTS license will be renewed for the 2-year period from July 1, 2007 through June 30, 2009. Your 2-year license fee will be assessed based upon the category of your MTS license.

Will you collect the same information this year as you have in the past? The information included on the MTS renewal application is largely the same; however, there is some additional information needed this year, such as the facility Unified Business Identifier (UBI), and Washington State professional license numbers, if applicable, of the key personnel.

Why is this additional information necessary? The MTS program is part of the Health Services Quality Assurance (HSQA) division of the DOH. HSQA is in the process of upgrading to a new comprehensive licensing computer system that will integrate the facility licensing and the professional licensing functions. The new information requested on the MTS renewal application will link the professional and facility licensing information.

MTS License Renewal Process: The process of MTS license renewal will be different this year depending upon the type of license a facility holds. See the explanation below for your category of license.

Certificate of Waiver: If you hold a Certificate of Waiver category MTS license, you will receive a full MTS license renewal application packet. MTS renewal applications will

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Practice Guidelines

The following practice guidelines have been developed by the Clinical Laboratory Advisory Council. They can be accessed at the following website:
www.doh.wa.gov/lqa.htm

Anemia	Lipid Screening
ANA	PAP Smear
Bioterrorism Event Mgmt	Point-of-Care Testing
Bleeding Disorders	PSA
Chlamydia	Rash Illness
Diabetes	Red Cell Transfusion
Group A Strep Pharyngitis	Renal Disease
Group B Streptococcus	STD
Hepatitis	Thyroid
HIV	Tuberculosis
Infectious Diarrhea	Urinalysis
Intestinal Parasites	Wellness

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2007 MTS License Renewal Changes, continued from page 1

be mailed in mid-March. Complete your renewal application and return it to the LQA office by **April 16, 2007**.

- Review and **UPDATE** information on the first page.
 - √ Check names, address(s), phone and fax numbers, and e-mail addresses listed. Correct as necessary.
 - √ Add the UBI for your facility.
 - √ Add the Washington State professional licensing number, if applicable, for the key personnel listed on the form.
 - √ Add the fax number and e-mail addresses, if not listed.
- **SIGN** on the back of the first page.
- Indicate the tests performed at your facility as requested on the forms provided.
- List any additional tests that you perform in the space provide if they are not included on the pre-printed forms.
- Return completed application by **APRIL 16, 2007**.
- LQA will review and process your application and send you a fee letter for the applicable 2-year license fee. **DO NOT SEND MONEY** with your renewal application.

It is essential that the information on the pre-printed renewal application be checked closely for accuracy. The information on the renewal form is entered into the MTS computer system and the Centers for Medicare & Medic-

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Website addresses:

DOH home page: <http://www.doh.wa.gov>
LQA home page: <http://www.doh.wa.gov/lqa.htm>
PHL home page:
<http://www.doh.wa.gov/ehsphl/phl/default.htm>

aid Services (CMS) computer system. The information in the CMS database is accessed by government reimbursement agencies, such as Medicare and Medicaid, who use the information to reimburse medical claims to providers.

Provider Performed Microscopic Procedures (PPMP): If you hold a PPMP category MTS license, you will receive a full MTS license application renewal packet. MTS renewal applications will be mailed in mid-March. Complete your renewal application and return it to the LQA office by **April 16, 2007**.

- Review and **UPDATE** information on the first page.
 - √ Check names, address(s), phone and fax numbers, and e-mail addresses listed. Correct as necessary.
 - √ Add the UBI for your facility.
 - √ Add the Washington State professional licensing number, if applicable, for the key personnel listed on the form.
 - √ Add the fax number and e-mail addresses, if not listed.
- **SIGN** on the back of the first page.
- Indicate the tests performed at your facility as requested on the forms provided.
- List any additional tests that you perform in the space provide if they are not included on the pre-printed forms.
- Return completed application by **APRIL 16, 2007**.
- LQA will review and process your application and send you a fee letter for the applicable 2-year license fee. **DO NOT SEND MONEY** with your renewal application.

It is essential that the information on the pre-printed renewal application be checked closely for accuracy. The information on the renewal form is entered into the MTS computer system and the Centers for Medicare & Medicaid Services (CMS) computer system. The information in the CMS database is accessed by government reimbursement agencies, such as Medicare and Medicaid, who use the information to reimburse medical claims to providers.

Accredited and MTS-Inspected: If your facility is inspected by a private accrediting agency or inspected by the LQA staff, **you will only receive a renewal fee letter.** The 2-year license fee for the renewal of your current MTS license is for the period of July 1, 2007 through June 30, 2009. The fee is generated from the information that is currently in the MTS database. Fee letters will be mailed in mid-March. Return your payment to the Tumwater address at the bottom of the fee letter by **April 30, 2007**.

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What should I do if I have added to or deleted tests from the list of tests performed in-house? For accredited or MTS-inspected facilities, complete a change form to notify the LQA office of the changes. In addition, please complete a change form to notify the LQA office if you have changed any key personnel for your facility (Owner, Director, Lab Contact, Microbiology Contact). The change forms can be found on the LQA website: <http://www.doh.wa.gov/lqa.htm>

*Click on the "Supplemental Materials" sidebar.
Scroll to "Forms" and click on the applicable form.*

Questions?

Call (206) 418-5600

Visit our website at <http://www.doh.wa.gov/lqa.htm>

Click on the "Updates" sidebar.

Scroll to "MTS License Renewal Instructions" and click on the applicable license category

NOTE: If you have not received your license renewal packet by April 2, please contact the Office of Laboratory Quality Assurance at (206) 418-5600.

PHL Training Course Registration Form

See the PHL Training Program website at <http://www.doh.wa.gov/ehsphil/training/train.htm> for a complete description of the courses listed below.

Name: _____

Employer: _____

Employer Address: _____

City: _____ State: _____ Zip: _____

Work Phone: _____ FAX: _____

E-mail: _____ Message Phone: _____

Class preference: (check as many as applicable)

Advanced Blood Cell Morphology Course, March 14 OR 15, 2007 (\$115 before 03/07/07 & \$125 after 03/07/07)

Parasitology Part II: Protozoans, March 21 & 22, 2007 (\$220 before 03/13/07 & \$240 after 03/13/07)

Parasitology Part III: Trichomes, May 24 & 25, 2007 (\$220 before 05/02/07 & \$240 after 05/02/07)

Parasitology Part IV: Blood Parasites, July 10 & 11, 2007 (\$220 before 07/02/07 & \$240 after 07/02/07)

Complete the registration form and mail to the Department of Health, PHL Training Program **1610 NE 150th Street * PO Box 550501*Shoreline, WA 98155-9701**; fax to: **(206) 418-5445**; e-mail to: phl.training@doh.wa.gov. A registration form is also available on our website at: <http://www.doh.wa.gov/ehsphil/training/train.htm>. A confirmation packet, containing payment instructions, and a map to the course location, will be mailed to you. Please **do not** send money with your registration form.

MTS Relicensing

Current MTS licenses will expire on June 30, 2007.

Relicensing applications will be mailed in March. If you have not received your renewal information by April 2, contact the LQA Office at (206) 418-5600.

For more information about relicensing see pages 1-3 of this issue of Elaborations.

Calendar of Events

PHL Training Classes:
(<http://www.doh.wa.gov/ehsphl/phl/training/train.htm>)

Advanced Blood Cell Morphology Course
March 14 or 15, 2007 Shoreline

Parasitology Training Course: Protozoans
March 21 & 22 Shoreline

2007 WSSCLS/NWSSAMT Spring Meeting
April 26-28, 2007 Kennewick

Northwest Medical Laboratory Symposium
October 24-27, 2007 Seattle

14th Annual Clinical Laboratory Conference
November 2007 Seattle

Contact information for the events listed above can be found on page 2. The Calendar of Events is a list of upcoming conferences, deadlines, and other dates of interest to the clinical laboratory community. If you have events that you would like to have included, please mail them to ELABORATIONS at the address on page 2. Information must be received at least one month before the scheduled event. The editor reserves the right to make final decisions on inclusion.