

## **Medical Test Site License Renewal Instructions for Waived and PPMP Laboratories**

If you currently hold either a Certificate of Waiver or Provider Performed Microscopic Procedures (PPMP) category MTS license, the following information about 2009 MTS license renewal applies to you.

Current Medical Test Site (MTS) licenses will expire on June 30, 2009. The MTS rules require licensees to submit the license renewal fee 30 days prior to the expiration date of the license.

### **License Renewal Process for Waived and/or PPMP Laboratories**

This year the renewal process will be handled as follows:

- A renewal fee statement for the 2-year relicensing period will be mailed to your facility on April 1, 2009.
- Review and update the pre-printed information on the renewal fee statement.
- Return your updated fee statement with your payment to the address indicated on the form.
- Upon receipt of payment, your license will be mailed to the mailing address indicated on renewal fee statement.

### **Contact the LQA Office at (206) 418-5600 if:**

- You now perform PPMP testing and you currently have a Certificated of Waiver license.
- You now perform only waived tests and you currently have a PPMP license.
- You perform tests not classified as waived or PPMP (see the LQA website for a current list of waived and PPMP tests. (<http://www.doh.wa.gov/lqa.htm>. Select MTS Laws)
- You no longer need a MTS license (no longer perform any PPMP, or waived tests, retired, etc.).

### **Questions?**

Please call us at (206) 418-5600 with any questions you have regarding the license renewal process. It is better to call than provide incorrect information.