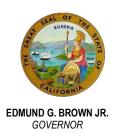


State of California—Health and Human Services Agency Department of Health Care Services



NARCOTIC TREATMENT PROGRAM LICENSE APPLICATION

Narcotic Treatment Programs (NTPs) operating in the State of California are licensed by the Department of Health Care Services (DHCS) in accordance with Title 9, California Code of Regulations (CCR), Division 4, Chapter 4, Subchapters 1-6. Applicants are required to submit an application to include the attached forms and a protocol that describes the program's operational procedures, organizational structure, and treatment concepts. Please refer to the "Initial Application Outline and Protocol" for instructions on submitting your application package. In addition, your program must meet the requirements of the Americans with Disabilities Act (ADA).

Applications for licensure require a County Recommendation by the appropriate County Alcohol and Drug Program Administrator. An application package that does not include this document is considered incomplete and will be returned to the applicant. Prior to submitting your application and fee to DHCS, it is advised that you provide a copy of the proposed protocol to the appropriate County Administrator.

The fee for processing an NTP license application for Fiscal Year (FY) 2018-2019 is \$4,052. Public Programs are exempt from this fee. The fee must accompany the application package to begin review and processing. (Reference California Health and Safety Code, Section 11839.3(a)(3). Please submit the completed application package and a check payable to the Department of Health Care Services:

Department of Health Care Services Counselor & Medication Assisted Treatment Section, MS 2603 P.O. Box 997413 Sacramento, California 95899-7413

When the application package is received, it will be reviewed for completeness and accuracy. Once staff completes the initial review, you will be sent a notice that details any errors or omissions. Further review of the application will cease until a response to the deficiency notice is received. When all required materials have been received and approved by DHCS, a site inspection will be scheduled.

Licensed NTPs are assessed an annual license fee as required under provisions of the California Health and Safety Code. The annual licensure fee for NTPs for FY 2018-2019 is \$1,126 per site plus \$35 per treatment slot.

Health and Safety Code, Section 11839.8 requires all partners, officers, directors, and 10 percent or greater shareholders, or persons proposed to be employed by the

applicant under the authority of subdivision (c) of Section 2401, Business and Professions Code (physicians and surgeons) to be fingerprinted. The Department of Justice requires that fingerprints be submitted using the LiveScan process. Be sure to take the LiveScan Application with you.

In addition to obtaining licensure approval from DHCS, approval must also be received from the U.S. Drug Enforcement Administration (DEA) and the Substance Abuse and Mental Health Service Administration (SAMHSA) before program operations can commence. A list of DEA and SAMHSA contacts are attached. Applicants are advised to apply to the DEA and SAMHSA at the same time as DHCS.

Federal regulations require programs to become accredited by an approved accrediting body. SAMHSA approved the following accreditation bodies to conduct accreditation surveys for Opioid Treatment Programs under Title 42 of the Code of Federal Regulations Part 8 (42 CFR Part 8):

Commission on Accreditation of Rehabilitation Facilities (CARF)

6951 East Southpoint Road Tucson, Arizona 85756

Telephone: (520) 325-1044 or 888-281-6531

Fax: (520) 318-1129 Website: www.carf.org

Contact: Bettye Harrison ext. 7128 bharrison@carf.org or Jani Greenwald ext.7180

igreenwald@carf.org

Council on Accreditation (COA)

45 Broadway, 29th Floor New York, New York 10006

Telephone: 212-797-3000 ext. 268 or 866-262-8088

Fax: 212-797-1428

Website: www.coanet.org

Contact: Theres (Terri) Middleton, MSW tmiddleton@coanet.org

The Joint Commission

One Renaissance Boulevard Oakbrook Terrace, Illinois 60181 Telephone: (630) 792-5800

Fax: (630) 792-5005

Website: www.jointcommision.org

Contact: Meagan Marx (720) 348-0585, mmarx@jointcommission.org

DEA Contact Information

Office of Diversion Control

Fresno Resident Office 2444 Main Street, Suite 240 Fresno, California 93721 (559) 487-5402

Sacramento District Office 4328 Watt Avenue Sacramento, California 95821 (916) 480-7250

Oakland Resident Office 1301 Clay Street, Suite 460N P.O. Box 70310 Oakland, California 94610 (510) 637-5661

San Jose Resident Office One North First Street, Suite 405 San Jose, California 95113 (408) 282-3403

Riverside District Office 4470 Olivewood Avenue Riverside, California 92501-4155 (951) 328-6201

Los Angeles Field Division 255 East Temple Street, 20th Floor Los Angeles, California 90012 (213) 621-6942

San Diego Division 4560 Viewridge Avenue San Diego, California 92123 (858) 616-4412

SAMHSA Contact Information

Mary Lou Ojeda Public Health Advisor Center for Substance Abuse Treatment Division of Pharmacologic Therapies One Choke Cherry Road, 2nd Floor 1092 Rockville, Maryland 20857

Phone: (240) 276-2895 Fax: (240) 276-2710

Email: <u>mary.ojeda@samhsa.hhs.gov</u>

www.samhsa.gov

The following laws and regulations are applicable to Narcotic Treatment Programs:

- California Health and Safety Code, Sections 11839 -11839.34.
- Title 9, California Code of Regulations, Division 4, Chapter 4, Sections 9995 10425.
- Title 42, Code of Federal Regulations Part 2--Confidentiality of Alcohol and Drug Abuse Patient Records.
- Title 42, Code of Federal Regulations Part 8--Certification of Opioid Treatment Programs.
- Title 21, Code of Federal Regulations Part 1300-Drug Enforcement Administration

Should you have questions or require assistance, please call (916) 322-6682.