



Michelle Baass | Director

DATE: XXXX

Behavioral Health Information Notice No: 24-XXX  
Supersedes [BH Information Notice 23-053](#)

TO: California Alliance of Child and Family Services  
California Association for Alcohol/Drug Educators  
California Association of Alcohol & Drug Program Executives, Inc.  
California Association of DUI Treatment Programs  
California Association of Social Rehabilitation Agencies  
California Consortium of Addiction Programs and Professionals  
California Council of Community Behavioral Health Agencies  
California Hospital Association  
California Opioid Maintenance Providers  
California State Association of Counties  
Coalition of Alcohol and Drug Associations  
County Behavioral Health Directors  
County Behavioral Health Directors Association of California  
County Drug & Alcohol Administrators

SUBJECT: Substance Use Disorder (SUD) Recovery or Treatment Facilities’  
Licensure and Certification Fee Increase Beginning Fiscal Year (FY)  
2024-2025

PURPOSE: To provide notification of the Department of Health Care Services  
(DHCS) licensing and certification fee increase for residential and  
outpatient SUD facilities commencing on July 1, 2024

REFERENCE: [Health and Safety Code Section 11833.02](#); [Senate Bill 104 \(2023 Leg. Session\)](#); and [Title 9, California Code of Regulations, Division 4, Chapter 5.5](#)

BACKGROUND:  
Health and Safety Code (HSC), Section 11833.02 authorizes DHCS to collect licensing and certification fees from alcohol or other drug (also known as substance use disorder (SUD))<sup>1</sup> recovery or treatment facilities licensed and/or certified by DHCS. The revenues collected fund DHCS’ SUD recovery or treatment facility licensing and certification activities. Licensure and certification activities include, but are not limited to, review and processing of initial, extension, and supplemental applications; initial and biennial onsite compliance reviews; complaint investigations; administrative support; disseminating

<sup>1</sup> This BHIN uses “SUD” as preferred clinical terminology, consistent with the current edition of the Diagnostic and Statistical Manual of Mental Disorders, medical societies, professional organizations, recovery advocates, and [federal guidance](#) regarding the use of non-stigmatizing, person-centered language.



information to the public, governmental agencies, and stakeholders; updating and maintaining databases; policy, regulatory, and statutory development; provider training and technical assistance; and appeal processing for revocation or suspension of providers' licenses and/or certification.

The current fees have been in effect since July 1, 2023, for fiscal year (FY) 2023-24. Funds in the Residential and Outpatient Program Licensing Fund and the current licensing and certification fees are not sufficient to support current or planned expenses incurred by DHCS for SUD licensing and certification activities.

HSC Section 11833.02 authorizes DHCS to increase the licensing and certification fees. Section 57 of Senate Bill 104 amended the Budget Act of 2023 and directs DHCS to increase those fees by up to twenty percent (20%) each fiscal year through FY 2026-27 to reach a cumulative fee increase of 75 percent. Accordingly, effective July 1, 2024, DHCS is increasing the licensing and certification fees by twenty percent (20%).

**POLICY:**

Effective July 1, 2024, DHCS will assess the following fees for licensure and certification of residential and outpatient SUD recovery or treatment facilities:

<b>RESIDENTIAL LICENSURE FEES</b>		
<b>APPLICATION TYPE</b>	<b>FY 2023-24 FEE</b>	<b>FY 2024-25 FEE</b>
Initial Residential Licensure Application Fee	\$3,660	<b>\$4,392</b>
Initial Biennial Residential Licensure Fee	\$389 (per bed)	<b>\$467 (per bed)</b>
Biennial Residential Licensure Extension Fee	\$389 (per bed)	<b>\$467 (per bed)</b>
Adolescent Waiver Application Fee	\$1,808	<b>\$2,170</b>
Dependent Children Application Fee (if not requested during initial licensure application)	\$1,265	<b>\$1,518</b>
Supplemental Application Fee (Increase or Decrease in Bed Capacity, Target Population Change, Removal of Address or Suite, Integral Facility, Program Name Change, Legal Entity Name Change, Addition or Removal of Services - i.e., Incidental Medical Services, Detoxification, Co-ed, etc.)	\$1,241 (per requested amendment to licensure and/or certification)	<b>\$1,489 (per requested amendment to licensure and/or certification)</b>
Facility Address Update (Facility Relocation, Adding Additional Address or Suite number(s))	\$1,210 (per requested amendment to licensure and/or certification)	<b>\$1,452 (per requested amendment to licensure and/or certification)</b>

<b>CERTIFICATION FEES</b>		
<b><i>APPLICATION TYPE</i></b>	<b><i>FY 2023-24 FEE</i></b>	<b><i>FY 2024-25 FEE</i></b>
Initial Outpatient Certification Application Fee	\$3,517	<b>\$4,220</b>
Initial Biennial Outpatient Certification Fee	\$4,558	<b>\$5,470</b>
Biennial Outpatient Certification Extension Fee	\$4,558	<b>\$5,470</b>
Biennial Residential Certification Fee (for facilities having a residential license issued by another State Department). The maximum fees for beds will not exceed the biennial certification fee	\$389 (per bed, with a maximum of \$4,558)	<b>\$467 (per bed, with a maximum of \$5,470)</b>
Supplemental Application Fee (Target Population Change, Removal of Address or Suite, Program Name Change, Legal Entity Name Change, Addition or Removal of Services - i.e., Detoxification, Co-ed, etc.)	\$1,241 (per requested amendment to certification)	<b>\$1,489 (per requested amendment to certification)</b>
Facility Address Update (Facility Relocation, Adding Additional Address or Suite Number(s))	\$1,210 (per requested amendment to certification)	<b>\$1,452 (per requested amendment to certification)</b>

<b>COMBINED RESIDENTIAL LICENSURE AND CERTIFICATION FEES</b>		
<b><i>APPLICATION TYPE</i></b>	<b><i>FY 2023-24 FEE</i></b>	<b><i>FY 2024-25 FEE</i></b>
Initial Combined Residential Licensure and Certification Application Fee	\$4,882	<b>\$5,858</b>
Initial Biennial Combined Residential Licensure and Certification Fee	\$389 (per bed)	<b>\$467 (per bed)</b>
Biennial Combined Residential Licensure and Certification Extension Fee	\$389 (per bed)	<b>\$467 (per bed)</b>
<b>All other fees are as stated in the 'Residential Licensure Fee' box</b>		

**DHCS now offers applicants and providers the option to make online payments using electronic money transfers through the Automated Clearing House (ACH) network. To pay fees electronically, providers can visit the DHCS [EFT online portal](#) and follow the instructions provided.**

Licensing and/or certification fees may also be submitted by mail with an application. Make sure to reflect the facility name, license and/or certification number(s) (if applicable) on the check or money order and mail it to the following address:

Department of Health Care Services  
Licensing and Certification Division  
P.O. Box 997413, MS 2600  
Sacramento, CA 95899-7413

For dishonored checks, an administrative fee of \$25.00 must be paid to DHCS in addition to the licensing and/or certification fees.

Licensed and/or certified SUD recovery or treatment facilities, with an expiration date on or after July 1, 2024, that have already submitted biennial extension fees will be invoiced for the additional amount owed due to the increased fees. The fee difference must be submitted to the Department within 60 days of the invoice date.

If you have any further questions or concerns, you may contact the Officer of the Day at (916) 322-2911.

Sincerely,

Janelle Ito-Orille, Chief  
Licensing and Certification Division