

# Administrator Alert

*Policy updates & rule clarifications for Assisted Living,  
Residential Care & Nursing Facilities*

Office of Licensing & Quality — Oregon Department of Human Services

**October 31, 2008**

## **Nursing Facility License Renewal Fees**

It has come to our attention that the licensing renewal fee schedule was not included in some of the nursing facility license renewal packets. Each licensed nursing facility is required to submit an annual license fee. Only one license fee is required if the business is owned by one entity, but operated or managed by another entity.

Facilities with an endorsed Alzheimer's Care Unit (ACU) are also required to submit an ACU fee in addition to the annual license fee. The ACU fee must be submitted as a separate check.

To help expedite the review process, please send the check(s) and your licensing renewal application at the same time.

### **Annual Nursing Facility License Fee**

15 beds or fewer	\$120
16-49 beds	\$175
50-99 beds	\$350
100-199 beds	\$450
200 or more beds	\$580

### **ACU Fee**

16 or fewer beds	\$50
17-50 beds	\$75
51 or more beds	\$100

Please make checks payable to: *Department of Human Services*

If you have any questions about the fee schedule, please call Kristina Krause at (503) 945-6238.



For more information, contact the DHS Office of Licensing and Quality of Care, 1-800-232-3020. Visit the DHS Web site at [www.oregon.gov/DHS/](http://www.oregon.gov/DHS/)