



State of New Jersey

DEPARTMENT OF HEALTH AND SENIOR SERVICES

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CHRIS CHRISTIE
Governor

KIM GUADAGNO
Lt. Governor

www.nj.gov/health

MARY E. O'DOWD, M.P.H.
Commissioner

2012 LICENSE RENEWALS

Dear Owner/Laboratory Director:

In accordance with N.J.S.A. 45:9-42.30, your current clinical laboratory license will expire on December 31, 2011. For your 2012 renewal, we are requesting you download the New Jersey Clinical Laboratory License Application (CL-3) directly from our website at www.nj.gov/health/phel/clis.shtml Please call (609) 406-6830 if you do not have internet access and a renewal package will be mailed to you.

The license application must be completed in its entirety. Please follow the instructions included with the license application. Notification concerning incomplete applications will be sent to you by facsimile and will delay the receipt of your 2012 license. Applications will be processed in the order of the date of receipt. Remember to include only one check per each renewal packet, payable to the New Jersey Department of Health and Senior Services. Include your CLIS ID number on your check. Also enclose a photocopy of the check with your application.

Please group your collection station license applications (CL-18) into sets of no more than 25 sites per check or portion thereof. Initial collection station applications with fees must be submitted separately from the renewal applications.

License renewals shall be submitted by November 1, 2011 with a return mailing label or envelope for accurate delivery of your 2012 license.

Your cooperation is requested in adhering to these due dates in order to avoid late fees and to permit CLIS Licensing staff adequate time for review and approval. **In accordance with N.J.S.A. 45:9-42.43, laboratories determined not to have submitted their License Renewal Application (CL-3 and/or CL 18) with the applicable fees by December 31, 2011 may be subject to late fees and/or enforcement action.**

If you have any questions or require assistance, you may contact the Licensing and Regulatory Compliance unit at 609-406-6830.

Thank you for your continuing cooperation.

Sincerely,

Joan Mikita

Joan Mikita, M.S., Supervisor
Licensing, PT and Regulatory Compliance
Clinical Laboratory Improvement Services