



State of Louisiana
Louisiana Department of Health
Health Standards Section

February 12, 2018,

Updated Change of Ownership (CHOW) Process – New Emergency Preparedness Regulations

As you are aware, the Centers for Medicare and Medicaid Services (CMS) published a final rule on September 16, 2016 regarding emergency preparedness requirements for providers and suppliers. This rule affects 17 provider and supplier types eligible for participation in Medicare. Providers affected by this rule were required to implement the new requirements regarding emergency preparedness and be in full compliance by November 15, 2017.

In response to these emergency preparedness requirements, the Health Standards section has revised the CHOW process for all effected provider types. Effective March 1, 2018, the CHOW process for all affected provider types now requires completion and submission of a License Application Emergency Preparedness Addendum form. **Completion of this document and submission with all other required documentation for the CHOW process is mandatory.** CHOWs will not be processed without the completed form. Failure to return a completed CHOW packet may result in license revocation actions. The facility name, state identification number, and license/Medicare certification number must match those previously issued to your entity either by this section or by CMS.

Should you have any questions regarding this process, please contact Libby Gonzales, (225) 342-6699 or Libby.gonzales@la.gov; or Oklynn Broussard, (225) 342-0132 or Oklynn.Broussard@la.gov.

Thank you,

A handwritten signature in blue ink that reads "Cecile Castello".

Cecile Castello, RN
Director, Health Standards Section