

# LICENSING ALERT



L. Robert Achenbach  
Deputy Secretary for Quality Assurance  
and Health Planning

April 19, 1996

Division of Drug and Alcohol Program Licensing  
Licensing Alert 3-96

## Scheduling of Licensing Inspections

In an attempt to issue timely licensing certificates and to ensure completion of licensing site inspections prior to the expiration date of a license, the Division has begun to schedule site inspections up to four months prior to the expiration date of a facility's license.

This extended period will allow additional time for processing the certificates and provide the Department, as well as the facility, with flexibility in scheduling site inspections.

Facilities are still advised to contact the Division prior to receiving notification of their licensing inspection date if a conflict in schedules is anticipated, i.e., staff vacations, site relocation, facility commitments.

Should you have questions regarding this Alert, please contact Carol Bashore or Arvida Wanner at (717) 783-8675.