



STATE OF TENNESSEE
DEPARTMENT OF HEALTH
BUREAU OF HEALTH LICENSURE AND REGULATION
DIVISION OF HEALTH RELATED BOARDS
227 FRENCH LANDING, SUITE 300
HERITAGE PLACE METRO CENTER
NASHVILLE, TN 37243
Tennessee.gov/health

TENNESSEE MEDICAL LABORATORY BOARD

FEE FOR CHANGE \$100.00 (NON REFUNDABLE)

Rule 1200-6-3-.03, Change in Ownership, Director, Location

FACILITY NAME: _____

FACILITY ADDRESS: _____

LICENSE NUMBER: _____

FACILITY TYPE:

- Anatomic Laboratory
- Anatomic/Clinical Laboratory
- Ambulatory Surgical Treatment Center
- Plasmapheresis Center
- Clinical Laboratory
- Collection Station
- Blood Donor Center

FACILITY CHANGE(S):

- Change of Ownership
- Change in Medical Laboratory Location
- Change in Laboratory Specialty or Subspecialty (no fee required)
- Change in Medical Laboratory Director
- Change in Supervisor (no fee required)

Note: Payment must be made before the laboratory may provide services.

The new license may be applied for and issued prior to the actual change, but will be void should the change not actually take place.

Payment should be made payable to the "State of Tennessee" utilizing the letterhead at the top of this page.

Additional information may be obtained from this program area via telephone, toll free @ 1-800-778-4123, ext. 21945 or locally @ 615-532-1945.

1200-6-3-.03 CHANGE IN LOCATION, DIRECTOR, OWNER, SUPERVISOR OR TESTING IN A MEDICAL LABORATORY.

- (1) It shall be the responsibility of the owner of a laboratory to notify the Department in writing of a change in the location, director, owners or supervisor of the laboratory within fifteen (15) days of the actual change.
- (2) If the matter involves a change of the owner, and/or director and/or the location an application for a new license, including payment of the T.C.A. § 68-29-112 Fee as provided in Rule 1200-6-3-.02 (4), must be filed and a new license obtained before the laboratory may provide services. That new license may be applied for and issued prior to the actual change but will be void should the change not actually take place.
- (3) It shall be the responsibility of the owner to notify the Department in writing in order to add a specialty or subspecialty not presently authorized by the facility's license prior to the commencement of testing and reporting patient test results. The Department must conduct an on-site inspection prior to the issuance of authorization for the specialty or subspecialty. A replacement license which includes the new specialty or subspecialty shall be issued by the Department at no cost to the facility.

Authority: T.C.A. §§4-5-202, 4-5-204, 68-29-105, 68-29-112, and 68-29-114. **Administrative History:** Original rule filed October 26, 1979; effective December 10, 1979. Repeal filed May 3, 1995; effective July 17, 1995. New rule filed January 7, 1997; effective March 23, 1997. Repeal and new rule filed June 18, 2002; effective September 1, 2002. Amendment filed December 27, 2006; effective March 12, 2007.

Medical Laboratory Director

Medical Laboratory Directors may only direct three (3) laboratories at a time per **Rule 1200-6-1-.20 (5) (d)** The laboratory director must not direct more than three (3) clinical labs without an exemption from the Board. Collection stations are not considered clinical laboratories.

If this change gives the director in question more than 3 labs under his/her direction then a request must be made to the board to direct more than 3 laboratories.