TO: Administrators

FROM: Barbara Cess, R.N.
Branch Chief, Healthcare Quality and Safety

DATE: May 31, 2019

SUBJECT: Hospital License Renewal-E-Licensing

The Facility Licensing and Investigations Section is pleased to announce the availability of online processes and procedures. The use of online processes provides you with ownership of the data associated with your account and the ability to make some changes on a real-time basis benefiting both you and your potential clients. This process was effective December 1, 2018.

The new processes include:
- Online renewals and applications;
- Posting inspection/survey findings with the approved facility plan of correction;
- The ability to print your licenses; and
- Improved communications.

A webinar has been scheduled for June 12, 2019, from 10:00am-11:00am, and will include an overview of the system and also provide the participant the opportunity to observe the process of completing e licensure renewal through the e-licensing system. In addition, at the conclusion of the presentation, there will be an opportunity for questions and answers. Please note the following registration information:
**Registration:**

Please register for completing an electronic renewal hospital licensure application using the Connecticut Department of Public Health’s E-Licensing on June 12, 2019, 10:00 AM EDT at:

[https://attendee.gotowebinar.com/register/5723198115226049805](https://attendee.gotowebinar.com/register/5723198115226049805)

After registering, you will receive a confirmation email containing information about joining the webinar.

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Should you have any questions, please call the Licensing Processing Unit at 860-509-7444.