

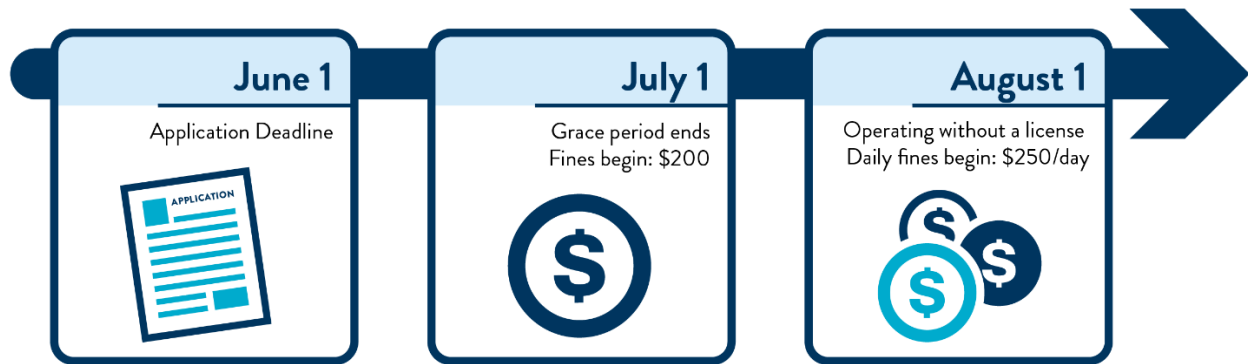
# Assisted Living License Renewal

ALL ASSISTED LIVING LICENSES RENEW STARTING MAY 1, APPLY EARLY

## What you need to know

All converted assisted living licenses expire on July 31, 2022. Renew your assisted living license by applying before the June 1 deadline. Apply early to avoid fines and penalties.

### Assisted Living Renewal timeline



## What you need to do

**Renew your assisted living license by applying before the June 1 deadline.** The assisted living license renewal application will be available on May 1, 2022.

**Apply early to avoid fines and penalties.**

## How renewals work

**Randomly assigned renewal periods:** Each converted assisted living license renewal applicant will be randomly assigned a renewal period for their first renewal.

- The license renewal fee for this renewal will be pro-rated based on this randomly assigned renewal period.
- This will spread assisted living license renewals throughout the year and allows the Minnesota Department of Health (MDH) to better process renewals efficiently (Minn. Stat. § 144G.191, Subd. 5 ). Subsequent renewal license periods will be for twelve months effective the day after the expiration of the randomly assigned prorated license period.

## Frequently Asked Questions

### What happens if I miss the June 1 deadline?

- Applicants are required to apply before June 1, 2022 (Minn. Stat. § 144G.17, (1)). Applications received after June 1 will be considered late. Late submission penalties begin July 1.

### What happens if I miss the July 1 deadline?

- Applications submitted after July 1 will be issued a \$200 late penalty.

### What happens if I miss the August 1 deadline?

- Applications submitted after August 1 will be fined \$250 per day until the license is issued: Facilities that do not submit a renewal application before August 1 are operating a facility without a license and will be fined \$250 per day. (Minn. Stat. § 144G.12, Subd. 4).
- If a renewal application is not submitted by August 1, your assisted living license will be considered expired.
- It is a misdemeanor to provide assisted living services without a license (Minn. Stat. § 144G.10, Subd. 4 (a)).
- MDH may refuse to renew an assisted living license due to the licensee's failure to pay any outstanding fines (Minn. Stat. § 144G.20, Subd. 1 (a) (12)).

### What if I do not want to renew an assisted living license?

- If you do not want to renew the assisted living license, **you must complete the Closure Form**, and return it to the Health Regulation Division at [health.assistedliving@state.mn.us](mailto:health.assistedliving@state.mn.us) along with the proposed closure plan. Providers are required to notify and obtain approval from MDH prior to notifying residents. Residents need to be notified of the closure plans 60-days prior to closure (Minn. Stat. § 144G.57). Visit the [Closure Form for Assisted Living License: \(https://www.health.state.mn.us/facilities/regulation/assistedliving/docs/surveyforms/f4045.pdf\)](https://www.health.state.mn.us/facilities/regulation/assistedliving/docs/surveyforms/f4045.pdf)

### What if I have financial hardship?

- Licensees have the option to request a change to the randomly assigned renewal period based on financial hardship per 144G.191 Subd. 5 (b)(3). Requests must be submitted by June 1, 2022. Applications should NOT be submitted until MDH has informed you of its decision regarding this request. Renewal applications submitted prior to MDH notification will void this request. See the [Renewal Request for Financial Hardship \(https://www.health.state.mn.us/facilities/regulation/assistedliving/docs/forms/financialhardship.pdf\)](https://www.health.state.mn.us/facilities/regulation/assistedliving/docs/forms/financialhardship.pdf)

### What if I have multiple licenses and want them to renew in different months?

- Licensees with more than one assisted living facility license have the option to request all license renewal dates occur in different months, throughout a 12-month period per 144G.191 Subd. 5 (b)(4). Requests must be submitted by June 1, 2022. Applications should NOT be submitted until MDH has informed you of its decision regarding this request. Renewal applications submitted prior to MDH notification will void this request. See the [Renewal Request for Multiple License Holders \(https://www.health.state.mn.us/facilities/regulation/assistedliving/docs/forms/multiplelicense.pdf\)](https://www.health.state.mn.us/facilities/regulation/assistedliving/docs/forms/multiplelicense.pdf)

**For further information on renewals**, including what changes can and cannot be made, please visit the [Assisted Living License Renewals website](#).

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 Health Regulation Division  
 Assisted Living Licensure  
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[www.health.state.mn.us/assistedliving](http://www.health.state.mn.us/assistedliving)

05/01/2022

To obtain this information in a different format, call: 651-201-4200.