



Erica Pan, MD, MPH
State Public Health Officer & Director

Health and Human Services
Agency
**California Department of
Public Health**



Gavin Newsom
Governor

July 13, 2026

AFL 26-24

TO: All Health Facilities

SUBJECT: Fiscal Year (FY) 2026-27 Health Care Facility License Fee Schedule

AUTHORITY: Health & Safety Code (HSC) section 1266

All Facilities Letter (AFL) Summary

This AFL informs licensees of FY 2026-27 license renewal and report of change (ROC) application fees as approved by the Governor, effective July 1, 2026.

The FY 2026-27 fee schedules are available on the California Department of Public Health (CDPH), Center for Health Care Quality (CHCQ) webpages:

- Health Care Facility Licensing Fees
- ROC Fee Schedule

Please forward a copy of this AFL to the person or company that normally remits payment for your health care facility operating license.

Renewal Notices

CHCQ routinely sends renewal notices and applications to the facility's licensee 45-120 days prior to license expiration. **The licensee is responsible for obtaining the license renewal notice (LRN).** If the licensee does not receive the LRN prior to the license expiration date, please contact CHCQ Revenue Collection Unit (RCU) at RCollection@cdph.ca.gov to obtain a copy.

Licenses Expiring between June 30 and August 31

Healthcare facility licensing fees are approved during the annual Budget Act process. If there are delays and the Budget Act is not signed by the start of the State FY on July 1st, the applicable licensing fees will not be finalized for licenses expiring on June 30th until the date the Budget Act is signed. CDPH sends renewal notices following the publication of approved fee schedules. Facilities with licenses that expire during this time are given 45* days from the license renewal notice postmark date to pay the licensing fee without being assessed a late payment penalty. Your current license will remain valid during this payment extension period.

*Adult Day Care Health Facilities (ADHCs) are given 90 days per Title 22 California Code of Regulations section 78229(b).

Late Payment Penalties

HSC section 1266.5 requires CHCQ to impose late payment penalties when health care facilities and agencies become delinquent in paying license renewal fees. CHCQ uses the post office or delivery service postmark date to establish delinquency. California law does not allow a grace period for payment of license fees.

Medi-Cal Offsets

HSC section 1266.5(c) specifies that CDPH may, upon written notification to the licensee, offset any moneys owed to the licensee by the Medi-Cal program or any other payment program administered by the department, to recoup any annual license, report of change, or written notification fee along with any associated late payment penalties.

How to Complete Your License Renewal

Please review the License Renewal Application (LRA) in its entirety as it has been updated based on information on file. Existing health care facility/Licensee information is automatically populated into the LRA from the CDPH Electronic Licensing Management System (ELMS). Fields populated with "NO RECORD FOUND" will appear if there is no record/data in ELMS and/or the data field may not apply to your facility type. If any changes are needed to the populated information in the LRA, complete and submit the application packet to the Centralized Applications Branch (CAB).

Licensees may now submit payment via credit card or E-check through the CDPH Online Payment Portal (Pay It) or they may continue to mail the renewal payment. If the licensee chooses to mail the payment and renewal application, CHCQ strongly recommends licensees use a trackable mailing method that allows the ability to track the status and delivery of payments. Please allow 4-6 weeks for application review and license processing. Licensees may mail the renewal payment and completed application to RCU at one of the addresses below:

Mailing Address	Delivery Service Mailing Address
California Department of Public Health Center for Health Care Quality Attn: Revenue Collection Unit – MS3202 P.O. Box 997434 Sacramento, CA 95899-7434	California Department of Public Health Center for Health Care Quality Attn: Revenue Collection Unit - MS3202 1615 Capitol Avenue Sacramento, CA 95814

Report of Change Fees

Pursuant to HSC section 1266, many licensing applications and written notifications (including but not limited to, Initial, Change of Ownership, and Report of Change) require an application fee. To report change(s) identified within the LRA, use these resources to access an application packet:

- CDPH Webpage: Licensing and Certification Application Process
- Email: CAB@cdph.ca.gov

Processing Times for All Application Types

CAB processes applications in the order received. To avoid delays, providers should submit a complete application packet, including all required forms and supporting documents. Once the application is validated as complete, the applicant will be notified to submit the required payment.

Resources and Questions

For questions regarding license renewal payments, please contact the Revenue Collection Unit by email at RCollection@cdph.ca.gov. For payment instructions using E-check or credit card, please refer to:

- [Application Fee Invoice Instructions \(PDF\)](#)
- [CDPH Online Pay It Portal user Guide \(PDF\)](#)

For questions regarding submitting complete application packets, required forms or the application review process, please visit [Licensing and Certification Program webpage](#). For additional information and license status contact CAB at CAB@cdph.ca.gov.

Sincerely,

Original signed by Mandi Posner

Mandi Posner
Deputy Director

Center for Health Care Quality, MS 0512 . P.O. Box 997377 . Sacramento, CA
95899-7377
(916) 324-6630 . (916) 324-4820 FAX
[Department Website \(cdph.ca.gov\)](http://Department Website (cdph.ca.gov))

