

# HEALTH FACILITIES

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## **PUBLIC HEALTH ISSUE:**

As part of the requirements for a health facility to receive a license from the State of New Hampshire, it must meet the local health regulations of the town in which it is located. Local health officer approval is required as a part of the licensing for all new or changed facilities, as defined by RSA 151.

## **ROLE OF THE HEALTH OFFICER:**

Health officer approval is required for:

- all new facilities
- all additions to currently licensed facilities
- any increase in the number of beds in a residential facility
- a change in ownership of the facility
- a change in the type of services provided

Health officer approval is designated by the completion and signing of the local approval form. By signing the form, the health officer certifies that the facility conforms to applicable local rules, regulations and ordinances having to do with health.

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## **THE LICENSING PROCESS:**

The DHHS' Health Facilities Administration-Licensing (HFA-L) provides the application forms to the proposed provider. The provider contacts the local building, zoning, health and fire officials for approval of the proposed or modified facility. Once the health approval is completed, as well as all other application requirements, HFA-L will inspect the facility. If the facility is in compliance with all requirements, HFA-L will license the facility.

If a facility does not meet local health standards, the health officer should not sign the form. Without a signed form, the state will not issue a license. Health officers should note in their health officer log that an inspection was made, keep a copy of the signed form in their files, and whether approval was granted or not granted.

Examples of the facilities, that must contact the local health officer for an inspection, include:

## **RESIDENTIAL HEALTH FACILITIES:**

1. General Hospitals
2. Special Hospitals (i.e. psychiatric rehabilitation)
3. Nursing Facilities
4. Supported Residential Care Facilities providing less than 24-hour health care services such as nursing care, physical therapy, and occupational therapy.

5. Residential Care Homes
6. Residential Treatment and Rehabilitation Facilities
7. Hospice Homes
8. Community Residences, which are homes for persons with mental illness or developmental disabilities monitored by the Division of Community Based Care Services.
9. Deleted category of licensing
10. Educational Health Centers, which are school infirmaries for residential schools from elementary through colleges that provide health care services to students.

### **OUTPATIENT HEALTH CARE FACILITIES:**

1. Home Health Care Agencies - These are business occupancy only and usually only contain a small office. Local zoning is often the only issue since clients are not usually seen on-site.
2. Outpatient rehabilitation clinics, drop-in or walk-in care centers, emergency medical care centers, and community health clinics. These may also include disease prevention, screening or health promotion clinics, which could be held at that location or in other available, public spaces.
3. Ambulatory Surgical Centers
4. Dialysis Centers
5. Birthing Centers, which provide pre-natal, obstetrical and peri-natal care to mothers and their infants.
6. Adult Day Care Centers, which provide supervision and assistance with activities of daily living in a social setting to disabled and infirm persons who need these services while their caregivers are at work
7. Laboratories
8. Collecting Stations, which are facilities where specimens are collected for testing at a laboratory. Finger-stick glucoses and urine dipstick testing only are allowed at this site.
9. Freestanding Hospital Emergency Facilities, which provide emergency room services in areas where hospital emergency facilities are not readily available (longer than 30 minutes away).

For more information contact:

Department of Health and Human Services  
Health Facilities Administration – Licensing  
129 Pleasant Street  
Concord, NH 03301  
1-800-852-3345, ext. 4592, or (603) 271-3021