

SEQUENCE OF EVENTS FOR LICENSURE OF A HOSPICE PROGRAM OR FACILITY

1. Only Hospice Facilities require a Certificate of Need (CON) first, pursuant to DHEC Regulation 61-15, Certification of Need for Health Facilities and Services. Hospice Programs do not require a CON. The Director of CON may be contacted at 803-545-4200. You must obtain a CON before proceeding with the following steps.
2. Regulation 61-78, *Standards for Licensing Hospices*, may be obtained on our website at <http://www.scdhec.gov/health/hrreg.htm> or by forwarding a \$10.00 money order or check, payable to DHEC, to this Department. Regulation 61-78 should be read carefully in order to determine if all the requirements to establish a hospice program can be met.
3. An inpatient or outpatient application for licensure must be completed and forwarded to the Division of Health Licensing, DHEC, 2600 Bull Street, Columbia, SC 29201-1708.
4. Plans for an inpatient hospice facility, as specified in Section 2100 of Regulation 61-78, must be reviewed by the DHEC Division of Health Facilities Construction (DHFC). Reviews are scheduled by appointment and take place at the Heritage Building, 1777 St. Julian Place, Columbia. You should contact that office by phone at (803) 545-4370 for assistance prior to preparation of plans.
5. Prior to an initial licensing inspection, your activity must be ready to operate pursuant to the requirements of Regulation 61-78.
6. For assistance with this process, a representative of the Facilities & Services Office can be contacted at (803) 545-4370.
7. When all requirements of Regulation 61-78 are met, permission to operate will be granted and a license issued.