



STATE OF WASHINGTON
DEPARTMENT OF SOCIAL AND HEALTH SERVICES
Aging and Long-Term Support Administration
PO Box 45600, Olympia, Washington 98504-5600

November 15, 2024

ALTSA: AFH #2024-047
ALTSA: ALF #2024-042
ALTSA: ESF #2024-039

UPDATED MEDICAL TEST SITE WAIVER RESOURCE INFORMATION

Supersedes AFH #2022-014, 22-017, 2022-033, ESF #2022-014, 2022-025 and ALF #2022-029

Dear Administrator or Provider:

We previously shared information about state and federal regulations related to medical tests done in Adult Family Homes (AFH), Enhanced Services Facilities (ESF) and Assisted Living Facilities (ALF). An extended education period was in place for AFH and ESF from April 2022 through June 2023, during which time Residential Care Services (RCS) did not cite or make referrals to DOH when identifying an unlicensed test site.

The purpose of this letter is to give you updated contact information for the DOH Medical Test Site Waiver (MTSW) licensing. Because this letter supersedes previous letters, we are restating some basic MTSW information provided in the original letters.

Federal and state Medical Test Site Waivers

In Washington state, a Medical Test Site Waiver license is required to perform certain medical tests where Centers for Medicare and Medicaid Services federal regulations require a Clinical Laboratory Improvement Amendments (CLIA) waived certificate. The Washington state MTSW license meets both federal and state requirements and includes both the state license number and a CLIA number to meet requirements.

How do I decide if a MTSW license is required?

MTSW licensure is required when the AFH, ESF or ALF administers a medical test (such as a COVID-19 test or blood glucose test), or interprets the test result, or acts upon the test results. Examples of activities performed by providers or staff that require a MTSW license are when a provider:

- Uses rapid COVID-19 tests for residents.
- Tests blood glucose for a resident.
- Dips test sticks in urine to test for ketones or other analytes.
- Reports a test result to a medical provider who may adjust a resident's diet or medication in response to a test result.

When is a MTSW license NOT required?

MTSW licensure is not required if a person performs and interprets their own medical test or shows their test result to someone else. For example, when:

- A staff person takes a rapid COVID-19 test and interprets the result, then calls the provider to report they will or will not be coming to work.
- A resident independently takes the medical test and acts upon the results themselves (such as by adjusting their own diet or medication or calling the medical provider).

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What do I do if a MTSW is required? If the AFH, ESF or ALF is testing residents using medical test, then a MTSW license is required. The provider must apply for a MTSW license through the DOH to comply with state and federal regulations.

- Providers must mail the completed MTSW license application and fee to the Olympia address listed on the application.
- Once the application is processed, DOH will mail a certificate with the Medical Test Site and CLIA Number to the provider's mailing address.
- A provider who already has a MTSW license to perform COVID-19 testing must submit a [Test Menu Change Form 505-088](#) to add to their license any other tests they are already conducting (such as blood glucose monitoring) to their existing MTSW license.

Are there reporting requirements related to medical testing?

There are reporting requirements related to COVID-19 testing. For information about reporting COVID-19 test results to DOH, use this link: <https://doh.wa.gov/emergencies/covid-19/health-care-providers/reporting-test-results/reporting-covid-19-test-results-point-care-testing-facilities#POCTestingFacilities>

You can find the MTSW application packet here:

<https://doh.wa.gov/sites/default/files/legacy/Documents/Pubs//505038.pdf>

For questions about your MTSW application status, missing license, replacement copies of your license, or completing the application first contact DOH Facilities Customer Service. They will be able to assist the fastest and provide the needed information. You may contact them by email: HSQAFC@doh.wa.gov (preferred method) or phone: 360-236-4985. You can also check the status of your license using facility search: <https://fortress.wa.gov/doh/facilitysearch/>.

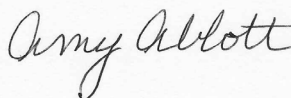
For question about your MTSW license, such as, what tests can be used, contact the DOH MTS program by email: MTS@doh.wa.gov (preferred method) or phone: 360-236-4661.

Additional resource materials:

You can find an informational webinar presented by DOH and RCS and related Q&A, Power Point slide deck and MTSW Readiness Checklist on the Adult Family Home Provider page. Select the table listing titled "health care and health care decision making" then look for "RCS/DOH Medical Test Site Waiver Regulatory Requirements Materials": <https://www.dshs.wa.gov/altsa/residential-care-services/information-adult-family-home-providers>.

Thank you for your continued commitment to resident health and safety. If you have any questions, please contact Colleen Jensen, Adult Family Home Policy Program Manager, at 564-999-3182 or colleen.jensen1@dshs.wa.gov.

Sincerely,



Amy Abbott, Director
Residential Care Services

DSHS: "Partnering with People"