To apply for approval of a new Patient Service Center (PSC) or to notify the Department of a change in location, the parent laboratory must complete and submit a PSC Application / Location Change form including the self-assessment documenting that the PSC will be operated in compliance with Department requirements. If the application is complete and the responses to the self-assessment questions are satisfactory, a letter will be issued granting approval to operate the new or relocated PSC for three months. An on-site survey will be conducted during this three-month period and if the PSC is found to be in compliance, the PSC approval certificate will be issued. Continuing on-site surveys of approved PSC sites will occur periodically.

1. All applicants are required to provide a floor plan of the PSC that illustrates the relationship between the PSC and any other health services purveyor(s).

2. Laboratories responding “yes” to question 5 must include a copy of the lease/rental agreement for the space occupied by the proposed PSC.

3. The following definitions are applicable:

   (a) A patient service center is a facility, fixed or mobile, operated by a clinical laboratory under permit, for the collection, drawing and/or temporary storage of materials derived from the human body, until forwarded to the clinical laboratory for testing.

   (b) The "parent laboratory" is the clinical laboratory under permit that operates or proposes to operate the PSC named on the application form.

   (c) "Adjacent to" means within 100 feet of.

   (d) Health services purveyor (HSP) means any person, firm, partnership, group, association, business corporation, not-for-profit corporation, professional corporation, limited liability company, or any agent, employee, fiduciary, employer or representative thereof, including, but not limited to, any entity that provides health related services, a physician, dentist, podiatrist, chiropractor, either in individual practice, group practice or employed in a facility owned by any person, group, association, firm, partnership, business corporation, not-for-profit corporation, professional corporation, limited liability company, hiring any one of the aforementioned practitioners who provides health or health related services.