

DIRECTIONS FOR THE CLIA WAIVER APPLICATION FOR BLOOD GLUCOSE IN THE FIELD

To get the CLIA Waiver application, you can either contact:

CLIA PROGRAM
Division of Licensing & Regulatory Services
41 Anthony Avenue, Station #11
Augusta, ME 04333-0011
(207) 287-9339
FAX: (207) 287-9304
Contact: Margaret Naas

Or go to the Federal Health and Human Services website:

[http://www.cms.hhs.gov/CLIA/06 How to Apply for a CLIA Certificate, Including Foreign Laboratories.
asp#Topof](http://www.cms.hhs.gov/CLIA/06_How_to_Apply_for_a_CLIA_Certificate,_Including_Foreign_Laboratories.asp#Topof)

Once there, scroll down to “**Related links inside CMS**”

Click on CMS 116- FORM and INSTRUCTIONS

Download or print off application which is 9 pages long, but the application is the first 4 pages, the rest is instructions for filling out the application. The following instructions apply to EMS Services:

- Section I)** A. Check Initial Application; B. Leave CLIA Number blank; C. Name of your organization; D. Either your organization or municipality Federal Tax ID #; E. Your phone Number; F. Your organization Mailing Address (Location and billing if different); G. Name of Service Director
- Section II)** **Type of certificate-** Certificate of Waiver
- Section III)** **Type of Laboratory-** For Non- Transporting/Volunteer Services - check “Mobile Laboratory”; For Transporting Services - check “Ambulance”
Is this a Medicare/Medicaid certified Facility? Does your service bill Medicare/Medicaid?
- Section IV)** **Hours of Laboratory Testing-** EMS Services must provide coverage 24 hrs./day, 7 days a week. Enter 24hrs in each day of the week.
- Section V)** **Multiple Sites-** Select no
- Section VI)** **Waived Testing- Total Annual Test Volume-** Estimate how many calls you would have for Blood Glucose draws
- Skip Sections VII & VIII**
- Section IX)** **Type of Control-** What type is your service? Municipalities or Volunteer Services- 05 or 09
- Section X)** **Complete only if the director for this application is also the director for another service.**