



## DEPARTMENT OF HEALTH

Larry Hogan, Governor · Boyd K. Rutherford, Lt. Governor · Robert R. Neall, Secretary

### Behavioral Health Administration

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March 14, 2020

TO: All Providers with a BHA License

FROM: Aliya Jones, M.D., MBA

RE: Extension of Licenses

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On March 5, 2020, a state of emergency and a catastrophic health emergency was proclaimed in Maryland. Recognizing that this may impact the State's ability to timely process renewals of expiring permits, licenses, and registrations, Governor Hogan issued an Executive Order governing said licenses. The Executive Order extends licenses that would expire during this period of a state of emergency.

The Order automatically extends all licenses issued by the Behavioral Health Administration to providers licensed under its regulations, including COMAR 10.63, 10.21. and 10.43. All licenses that would otherwise expire during the state of emergency and catastrophic health emergency and would be renewable during the state of emergency will be automatically **extended to the 30<sup>th</sup> day after the date by which the state of emergency is terminated and the catastrophic health emergency is rescinded.**

Providers who have a license set to expire during the period of the state of emergency will receive correspondence from BHA stating the license has been extended until the 30<sup>th</sup> day after the date the state of Emergency is terminated, and catastrophic health emergency is rescinded. Keep the document as support of an active license should you be audited by an outside agency. It is the program's responsibility to ensure an application for licensure or re-licensure is submitted in a timely manner upon lifting of the state of emergency. If an additional extension is required due to delays by the accreditation agency, the program must request a license extension from BHA.

The Behavioral Health Administration will make every effort to continue processing applications for licensure and re-licensure during this state of emergency. If the program has a complete

application for licensure or re-licensure, it should submit the application to BHA as soon as possible. Applications will not be accepted in person. The application should be submitted by the U.S. Postal Service or electronically as PDFs. An electronic submission should be in the following format:

- Application, including accreditation and agreement to cooperate as well as staff credentials and all other attachments except those below
- Separate pdf files for each site containing the Use & Occupancy and Fire Permits

Applications should be submitted to [bha.regulations@maryland.gov](mailto:bha.regulations@maryland.gov). Any questions may be submitted to: [bha.regulations@maryland.gov](mailto:bha.regulations@maryland.gov). Please understand that you may not receive an immediate response.

Individual health care providers should consult with their respective licensing board regarding the extensions of their personal licenses.

cc: Susan R. Steinberg  
BHA Directors