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Hospice Licensing Overview

Senate Committee on Health Care

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Agenda

- Overview of the Health Care Regulation and Quality Improvement Section
- Overview of Hospice Licensing Requirements:
 - Initial Application Process
 - Initial Application Review Process
 - Renewal Application Process
 - Renewal Application Review Process
- Current Hospice Licensees and Applications

Health Care Regulation and Quality Improvement (HCRQI) Section

Ensuring safe and high-quality health care through assessment, education and regulation of health facilities and providers



Health Care Regulation and Quality Improvement

Section Overview



Health Facility Licensing and Certification



Health Facilities Planning and Safety



Emergency Medical Services

Health Facility Licensing and Certification

- The [Health Facility Licensing and Certification](#) (HFLC) program licenses and certifies health care facilities, providers and suppliers in acute care and community-based programs.
- Health Facility Licensing and Certification (HFLC) oversees the following facility and provider types:
 - 91 ambulatory surgical centers
 - 13 birthing centers
 - 69 dialysis facilities
 - 828 hemodialysis technicians
 - 62 home health agencies
 - 75 hospice agencies
 - 64 hospitals and hospital nurse staffing programs
 - 210 in-home care agencies
 - 97 rural health clinics
 - 10 other provider types



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Hospice Licensing Requirements

Hospice Licensing Requirements

- Compliance with [CMS Conditions of Participation for Hospice](#)
- Oregon-specific requirements as outlined in [OAR 333-035](#)
 - Geographic service area
 - Advance Directives
 - Health Care Interpreter Services
 - Clinical Records Retention
 - Infection Control
 - Quality Assessment and Performance Improvement
 - Criminal Records Checks

Initial Hospice Application Process

- Applicants must submit the following information:
 - Completed [hospice license application](#)
 - Fee as a check or money order payable to the “Oregon Health Authority” -Initial license fee: \$1,140
 - Administrator Resume: Include a resume for the hospice administrator, with the following requirements:
 - Must be a current resume
 - Must show evidence that the administrator is a hospice employee, who possesses the education and experience required by the hospice governing body as required by 42 CFR 418.100.
 - A job description which reflects the governing body approved education and experience qualifications must accompany the resume.
 - The resume must include the employer’s name and location, the dates of employment including month and year, the title of the position held, and the duties performed.

Initial Hospice Application Process Continued

- Applicants must submit the following information:
 - Policies and Procedures: Develop policies and procedures and associated or applicable forms which demonstrate compliance with the hospice administrative rules and hospice Conditions of Participation.
 - Sample of the hospice's policies and procedures, with associated forms, which demonstrate compliance with the following:
 - CFR 418.52 Patient's Rights
 - CFR 418.56 Interdisciplinary Group, Care Planning, and Coordination of Services
 - CFR 418.100 Organization and Administration of Services

Initial Hospice Application Review Process

- Application review and approval includes administrative staff, RN surveyor and program managers. Steps include:
 - Confirm application is complete and fee received is accurate
 - Verify that the Hospice is primarily engaged in providing hospice services and complies with licensing laws
 - Assess capacity for compliance with CMS Conditions of Participation
 - Conduct a survey of the hospice program per OAR 333-035-0240
 - Issue a license if the applicant meets compliance requirements

Renewal Hospice Application Process

- Renewal Licensure occurs annually on a rolling basis throughout the calendar year
- On-site Licensure surveys to review full compliance occur on a triennial basis
- Applicants must submit the following information:
 - Completed [hospice license application](#)
 - Fee as a check or money order payable to the “Oregon Health Authority”
 - Annual renewal fee: \$1,140
 - Change of Ownership fee: \$1,140

Renewal Hospice Application Review Process

- Application review and approval includes administrative staff, RN surveyor and program managers. Steps include:
 - Confirm application is complete and fee received is accurate
 - Verify the accuracy of the application submitted
 - Issue a license if the applicant meets compliance requirements

Current Hospice Licensees

- **75** total licensed Hospice Agencies in Oregon
 - 34 of the Hospices are deemed through an Accrediting Organization and under their primary jurisdiction;
 - 30 are not deemed and are under OHA jurisdiction for both state licensing and federal surveys; and
 - 11 are licensed only and are not certified for Medicare/Medicaid reimbursement in Oregon. Licensed only Hospices fall into two categories:
 - They are newly licensed and working toward certification, or
 - They have their certification at their primary location in an adjacent state. Hospices are required to be licensed in Oregon if they serve patients in Oregon.

Hospice Applications

- Most applicants can demonstrate that they meet the licensure requirements and are approved.
- Oregon has a low volume of new hospice applications.
- There have been no denials, revocations, or suspensions in many years.
- Some applicants determine they are not interested in operating a hospice and withdraw their application.

Action	2025	2024	2023	2022	2021
Initial Licensure	2	1	4	5	7
Incomplete or Withdrawn Application	0	2	2	4	0
Closure of Licensed Hospice	1	1	2	0	3

Thank you. Questions?

You can get this document in other languages, large print, braille or a format you prefer free of charge. Contact Em Droge at emily.droge@oha.oregon.gov or 971-409-3449 (voice/text). We accept all relay calls.

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