



**2024 NURSING HOME AND RESIDENTIAL CARE FACILITY LICENSE RENEWAL REMINDER**  
**Due online or postmarked by January 31, 2024**

Dear Provider-

December 1, 2023 is the start of the 2024 nursing home and residential care facility license renewal period. We will begin accepting renewal applications at this time.

For fastest processing, please renew and pay on-line via EIDC (on-line system) at <http://publicapps.odh.ohio.gov/EID> with Visa, MasterCard, American Express or an electronic check.

Requests for new EIDC accounts and existing account changes (e.g. resetting of password, adding facilities, updating e-mail address, etc.) can be submitted on-line by visiting <http://publicapps.odh.ohio.gov/EID> and selecting "EIDC User : Account Request".

**If paying by mail:** 1. Complete the renewal form on-line; 2. print it; and 3. mail it with your non-refundable annual renewal licensing fee and current State Fire Marshal inspection report as an inclusive packet to:

Ohio Department of Health  
Accounts Receivable #3212  
PO Box 15278  
Columbus, OH 43215

The renewal licensing fee is \$320 for each 50 beds or part thereof of a facility's licensed capacity (e.g. \$320 for 1 to 50 licensed capacity, \$640 for 51 to 100 licensed capacity, etc.) and must be made payable to the "Treasurer, State of Ohio." An incomplete renewal packet will delay the renewal process.

**\*\*Please note that applications received on or after February 1, 2024 that are not postmarked on or prior to January 31, 2024 will incur a late fee of \$100 for each week or part thereof the renewal fee is not paid.\*\***

If you have questions regarding this communication or require additional information, please e-mail [liccert@odh.ohio.gov](mailto:liccert@odh.ohio.gov).