



Division of Licensing Services
Office of the Assistant Director

150 N. 18th Avenue, Suite 510
Phoenix, Arizona 85007-3247

JANICE K. BREWER, GOVERNOR
WILL HUMBLE, DIRECTOR

IMPORTANT NOTICE

TO ALL ARIZONA DEPARTMENT OF HEALTH SERVICES (DHS)

LICENSED ASSISTED LIVING FACILITIES

**Assisted Living Facility Licensing Renewal
Applications Goes Online**

Assisted Living facilities in Arizona now have the ability to renew their ADHS licenses through the internet, 24 hours a day, 7 days a week. ADHS created the system to ease the renewal process for centers and homes. To register, only the license number and expiration date are needed before going to the website <https://app.azdhs.gov/ls/renewal/>.

The online system allows current license holders to register. Once registered, users can access a prefilled form, make needed changes, pay immediately with a credit card and print the renewal confirmation. Facilities which prefer to use a company or cashiers' check may print a completed form from the website and mail it with the fee to the Department.

New facilities must still follow the paper application process. Simply call the Assisted Living Licensing Office and staff will send you an application which clearly outlines the process and requirements.

Assisted Living is the first section of the Division of Licensing to go online. ADHS expects to bring this level of service to all licensed facilities in the future.