

## License Application

Obtaining a facility license starts with completing an application that is divided into *Part A* and *Part B* sections.

The *Part A Application* consists of about 19 forms and various attachments, some easy and others more challenging.

The *Part B Application*, also known as the Plan Of Operation, consists of a narrative description of the program and services you will provide divided into 18 separate sections, along with various attachments. This document averages about 50-60 pages in length and should be typed, page numbered, and include a Table of Contents.

The completion of a *License Application* will take most people many weeks, even months, of tedious work. Once completed you will have no way of knowing what problems may be present in your work; problems that can delay the approval of your application and the granting of your license.

We offer both à la carte and “bundled” options for completing your *License Application*.



### ARF Bundle

The ARF Bundle includes a complete Part A and B license application.

Price: \$850

BUNDLE and SAVE

A discount of \$300 will be applied to the total cost if you chose both a Part A and Part B.

Part A Application	\$375
Part B Application	\$775
Bundled Discount	\$300

**\$850**

Choose the ARF Bundle and also receive a 20% discount on any item from *Bundled Add-Ons* list below (*limit 2*):

### RCFE Bundle

The RCFE Bundle includes a complete Part A and B license application, plus *your choice* of up to 3 plans of operation listed below.

Price: \$950

Bedridden  
Hospice  
Dementia

Restricted Health Conditions  
(*includes 1 condition*)

BUNDLE and SAVE

A discount of \$300 will be applied to the total cost if you chose both a Prime Part A and Prime Part B.

Part A Application	\$375
Part B Application	\$875
Bundled Discount	\$300

**\$950**

Choose this bundle and also receive a 20% discount on any item from *Bundled Add-Ons* list below (*limit 2*):

**SFH Bundle**

The SFH Bundle includes a complete Part A and B license application.

Price: \$725

**BUNDLE and SAVE**

A discount of \$425 will be applied to the total cost if you chose both a Part A and Part B.

Part A Application	\$375
Part B Application	\$775
Bundled Discount	\$425
	<b>\$725</b>

The price is lower than for the ARF/RCFE bundled applications because it is smaller overall. No discounts are applied. You may purchase add-on documentation at the regularly listed price.

**Bundled Add-Ons**

**BUNDLE MORE and SAVE**

Choose either the ARF or RCFE Bundle and, in addition to the included bundled discount, choose **up to 2** of the following add-ons at a **20%** discount.

ARF's

Restricted Health Condition Plan of Operation

(Reg. \$73 – 20% = **\$58 per condition**)

“Total Care” Plan of Operation

(Reg. \$195 – 20% = **\$156**)

Bedridden Plan of Operation

(Reg. \$195 – 20% = **\$156**)

Icontinence Plan of Operation

(Reg. \$60 – 20% = **\$48**)

RCFE's

Additional Restricted Health Condition Plan of Operation

(Reg. \$60 – 20% = **\$48 per condition**)

Hospice Waiver Request

(Reg. \$125 – 20% = **\$100**)

Bedridden Plan of Operation

(Reg. \$195 – 20% = **\$156**)

Dementia Plan of Operation

(Reg. \$275 – 20% = **\$220**)

### À la Carte License Applications

If you prefer to complete either the Part A or Part B license application yourself, we offer the following stand-alone products:

#### Basic Part A Application

We will complete 80% of the *Part A Application*, using your answers to our questionnaire, including: LIC 200, 308, 309, 400, 401, 403, 404, 500, 508, 610, and 9054.

About 20% of the forms can only be completed by you. To assist you in doing so, we will guide you through several *Part A Assignments*, which include providing you completed samples of these forms, answering any questions you have, and reviewing your work before you submit to CCLD. Completed samples include the LIC 215, 401a, 403A, 503, 999 (floor/yard plans), Board Resolutions (for corporations), Operating Agreement Exhibits (for LLC's), and emergency relocation letters.

Price: \$375

#### Part A Application Review

If you completed the Part A application yourself, we can complete a Part A Application Review. We will suggestion corrections and revisions to make before you submit to CCLD.

Price: \$125

### À la Carte License Applications

#### Basic Part B Application

Your *Part B Application* will including all job descriptions, personnel policies, sample staff schedule and staff in-service training schedule, program description, Admission Agreement, sample menu, etc. The completed document is delivered to you with convenient “marker pages” indicating where to place your attachments (e.g., Articles of Incorporation/Organization, Component I Orientation certificates, etc.).

ARF Price: \$775

RCFE Price: \$875

Download our questionnaire to get started



[Bundled License Application Questionnaire](#)

[Basic License Application Questionnaire](#)

The *Bundled License Application*, *Part B Application*, and *SFH Part A & B License Application* requires a **\$350** down payment to begin, with the balance due when the job is complete and ready for delivery. The *Part A Application* and *Part A Application Review* are paid in full in advance.

The cost of any bundled add-ons will be included in your balance due payment and will be reflected on your invoice.

You may call (619) 249-8671 *cell* or (619) 460-1143 *office* to make your down payment by credit card over the phone. Either Robert or Don can help.

If you prefer, you can send payment using the details on our [Contact](#) page.

**Notes:** See our [Products & Services Price List](#) and [Policies](#) for full details. You are accountable for knowing the contents of your *Bundled License Application* and for providing the services therein. To this end, RA Mears Consulting will provide an overview of any documentation provided to you, as needed.

The *License Application* and related assignments will be completed by email, phone, fax, or regular mail, as agreed on.

We cannot review any portion of a *Part B Application* that you have prepared yourself. The document is too long and complex, usually taking licensing personnel many weeks to review.

The completed *License Application* can be emailed or mailed, as agreed on. An emailed *License Application* is sent in PDF format and *will not* be provided in a modifiable format (e.g., DOC, TXT). A mailed *License Application* will require a \$25 processing fee.

Our *License Application* is guaranteed. RA Mears Consulting will make any revisions to *our work* required by CCLD for *initial* licensure without additional charge to you.