**Ohio Association of Free Clinics**

**State of Ohio Mandatory Clinic Registration Sites**

**Ohio Department of Health: Ohio Registration of Nonprofit Shelters/Health Care Provider Volunteer Immunity**

Ohio Revised Code Sections 3701.071 and 2305.234 provide for immunity from civil liability for health care providers and facilities providing care to the indigent.  Nonprofit shelters or health care facilities must register with the Ohio Department of Health (ODH) by Jan. 1 of each year.  In order to register, a nonprofit shelter or health care facility must complete a registration form and a personnel survey form

Registration Information & Forms: <https://www.odh.ohio.gov/odhprograms/dspc/hpcvol/hcpvol1.aspx>

**Ohio Attorney General: Charitable Registration**

Ohio requires charitable organizations located in Ohio and groups that ask Ohioans for contributions to file annual reports with the Attorney General’s Office. These filings are public and contribute to accountability and transparency within the charitable sector.

Groups are required to use the online system to fulfill their duties under the Charitable Trust Act (RC 109.23) and the Charitable Solicitations Act (R.C. 1716.02). Multiple individuals from each organization are encouraged to create accounts in order to receive reminders on filing deadlines, confirmation of filings, and other important information.

Registration Information: <http://www.ohioattorneygeneral.gov/Business-and-Non-Profits/Charity/Charitable-Registration>

## **Ohio Secretary of State: Nonprofit Corporation Registration**

Ohio requires all businesses to register and maintain their nonprofit organization corporation name and purpose. Pursuant to Ohio Revised Code §1702.03, a nonprofit corporation must provide a purpose in the articles. A nonprofit corporation may be formed for any purpose or purposes for which natural persons lawfully may associate themselves. New registration/reinstatement forms are provided at the site.

*Continued Existence of Nonprofit Corporation* must be submitted every 5 years if no other filing has been submitted.

<https://www.sos.state.oh.us/sos/upload/business/filingformsfeeschedule.aspx?page=251#domNon>

## **Ohio Department of Health: Ohio Laboratory Certification (CLIA)**

The Laboratory Certification Program inspects and monitors clinical laboratories located in hospitals, independent laboratories, plasmapheresis centers and physicians offices. The program monitors the performance of approximately 8,500 laboratories and investigates clinical laboratory complaints it receives.

Registration need only occur once- you will be contacted annually for ongoing registration.

NEW Registration & Information: <https://www.odh.ohio.gov/odhprograms/dspc/labcert/labcert1.aspx>

**Ohio Department of Medicaid: Provider Ordering, Referring, Prescribing (ORP) Requirements:**

The Ohio Department of Medicaid(ODM) requires that all billing claims list the name and the National Provider Identifier (NPI) of the health care professional that **ordered, referred, or prescribed (ORP)** clinic items or services. This information was required due to changes in federal and state law. This became effective January 12, 2105. If ORP information is not listed on a claim, the billing Medicaid provider will not receive reimbursement for their services. The name and NPI of such providers are required on the claim for services rendered, procedures performed, items supplied, or drugs furnished or dispensed (services) and billed to the Department.

The Department created an abbreviated screening and application process for providers who do not wish to bill the Department but who wish to enroll as ordering, referring, certifying, or prescribing providers-only. An application fee is not required and the application can be filled out online.

Search the Medicaid enrollment status of the ordering, referring, certifying, or prescribing services in MITS (to ensure your staff or volunteer provider is registered): <https://portal.ohmits.com/Public/Public%20Information/Search%20Provider%20Directory/tabId/61/Default.aspx>

Online Provider Enrollment/Revalidation process. Applications for providers that intend to bill Medicaid, providers who have elected not to enroll as billing providers, but do order, refer or prescribe, or providers that need to revalidate their current Medicaid provider number (select correct option): <https://portal.ohmits.com/public/Providers/Enrollment/tabid/44/Default.aspx>