Bureau of Certification and Systems Management (BoC)
Certification Application (CA) Review Process

1. Applicant advised to submit Certification Application (PPD-5).
2. Bureau of Certification (BoC) advised of prior consultation by signed Attachment 1A included in submission.

Application received and assigned a reviewer by BoC

Threshold Review

- Incomplete Application Returned
- Application Complete

Acknowledgement Sent

Completeness Review
Review
According to standards in Mental Hygiene Law § 32.09: need character and competence; financial feasibility; and the potential for compliance with applicable law and regulations.

Field Office Recommendation
FEIU Recommendation
LGU Recommendation (per MHL)
Other OASAS Recommendations
Other NYS Agencies Recommendations

DOH Recommendation – Art. 28

BoC Staff Review & Recommendation

Administrative Reviews ($810.6)

Full Reviews ($810.5)

Behavioral Health Services Advisory Council

Approve
Deny

Issue Operating Certificate

Appeal
Hearing

Denial Letter