



OKLAHOMA  
State Department  
of Health

July 27, 2020

Dear Administrator:

In preparation for the COVID-19 test kits you will be receiving from HHS (Health and Human Services), please note the following instructions regarding the CMS-116 CLIA certificate application.

If you DO NOT have an existing CLIA certificate, please indicate that you are completing this for an “Initial Application” in Section I, General Information.

If you already have a CLIA certificate, please mark “Other Changes (Specify)” and write in “Adding COVID-19 testing”. Please make sure you include your CLIA ID number on the right side of the application.

Please complete all five pages of the application. Three sections have been completed for your convenience. Do not change the information in the following sections:

Section II – Type of Certificate [Waiver]  
Section III – Type of Laboratory [Skilled Nursing Facility/Nursing Facility]  
Section VI – Waived Testing [Both COVID-19 tests you may receive are added]

Under Section VI, Waived Testing, you may add any additional waived tests that you are performing (i.e. finger stick glucose). If adding any tests, please list the name of the test(s), the manufacturer of the test(s) and the type of specimen used for the test(s) under this section.

Once you have completed the application and it has been signed by the director, listed on the application, please send it to:

By email to [medicalfacilities@health.ok.gov](mailto:medicalfacilities@health.ok.gov) and write Attention CLIA in the subject line

OR

By fax to 405-271-1141 and write Attention CLIA Department on the cover page.

If you have any questions, please contact our office at (405) 271-6576 and ask for the CLIA department or email us at [medicalfacilities@health.ok.gov](mailto:medicalfacilities@health.ok.gov).

Sincerely,

*Elisabeth Waltman, MT(ASCP)*

Elisabeth Waltman, MT(ASCP)  
CLIA Supervisor  
Medical Facilities Service