

FAQ-Tennessee Medical Laboratory Board-Laboratory Facility

1. How do I obtain facility licensure in the State of Tennessee?

- Complete an online application at the website:
<https://www.tn.gov/health/health-program-areas/health-professional-boards/medlab-board.html>
- Submit all supporting documents required on the application

2. May I obtain a temporary facility license?

A temporary facility license is issued for a three (3) month period provided all documentation has been submitted. This will allow time for an onsite inspection.

3. How often do laboratories have an onsite state licensure inspection?

A surveyor performs onsite inspections every other year.

4. What is required to change laboratory ownership?

- Submit request form
- Submit \$100 fee
- Submit the bill of sale reflecting the new owner's name and new facility name

5. What is required to change laboratory director?

- Submit request form
- Submit \$100 fee
- Copy of new director's national boardings (if applicable)
- Copy of new director's state license

6. What is required for a change in laboratory location?

- Submit request form
- Submit fee
- A survey will be performed

7. What is required for a change in lab specialties or subspecialties on the facility license?

- Submit a written notification
- A survey will be performed

8. What is required for a change in laboratory supervisor?

- Submit request form or written notification
- Copy of supervisor's state license

9. When my lab obtains unsuccessful proficiency testing scores what do I need to do?

Self-report by submitting the Unsuccessful Proficiency Testing Response Form to the regional surveyor.

10. How do laboratories request a point-of-care exemption from the Medical Laboratory Board?

Submit a point-of-care (POCT) exemption packet following the Board's POCT Exemption Guidelines.

