**Section 1253.80 Renewals**

a) The first renewal period for registration issued under the Act shall be March 2003 and every three years thereafter. The holder of a registration may renew the registration 60 days prior to the expiration date by filing an application with the Department including:

1) proof of $1,000,000 commercial general liability insurance, including but not limited to coverage for product liability and professional liability; and

2) the required fee set forth in Section 1253.70.

b) If a licensee is currently certified by a recognized national accrediting body such as JCAHO and ACHA, proof of such accreditation shall be submitted with the renewal. If a licensee does not submit the certification or is not certified by a recognized accrediting body, the Department shall inspect the facility pursuant to Section 90 of the Act.

c) It is the responsibility of each registrant to notify the Department of any change of mailing address. Failure to receive a renewal form from the Department shall not constitute an excuse for failure to pay the renewal fee or to renew one's license.