

(7) "OFFICE" MEANS THE OFFICE OF HEALTH CARE QUALITY IN THE DEPARTMENT.

[(6)] (8) "Responsible party" means the individual at a nursing staff agency who controls the day to day operation of the nursing staff agency.

(b) (1) A NURSING STAFF AGENCY SHALL BE LICENSED BY THE OFFICE BEFORE REFERRING NURSING PERSONNEL TO A HEALTH CARE FACILITY TO RENDER TEMPORARY NURSING SERVICES AT A HEALTH CARE FACILITY IN THIS STATE.

(2) All nursing staff agencies shall submit to the [Board] OFFICE, ~~the~~:

(1) THE nursing staff agency's:

(1) 1. Business name;

(2) 2. Business address;

(3) 3. Business telephone number; and ~~and~~

(4) 4. Responsible party; AND

(II) ANY OTHER INFORMATION THE OFFICE REQUIRES BY REGULATION TO ENSURE COMPLIANCE WITH THE PROVISIONS OF THIS SUBTITLE.

(c) (1) A nursing staff agency ~~registration~~ LICENSE expires on the 28th day of the month in which the agency was originally ~~registered~~ LICENSED unless the license is renewed for a 1-year term as provided in this section.

(2) At least 1 month before the ~~registration~~ LICENSE expires, the [Board] OFFICE shall send to the nursing staff agency, by first-class mail to the last known address of the nursing staff agency, a renewal notice that states:

(i) The date on which the current ~~registration~~ LICENSE expires;

(ii) The date by which the renewal application must be received by the [Board] OFFICE for the renewal to be issued and mailed before the ~~registration~~ LICENSE expires; and

(iii) The amount of the renewal fee.

(3) Before a ~~registration~~ LICENSE expires, the nursing staff agency periodically may renew it for an additional term, if the nursing staff agency:

(i) Otherwise is entitled to be ~~registered~~ LICENSED; and

(ii) Pays to the [Board] OFFICE the renewal fee set by the [Board] OFFICE.

(d) If a nursing staff agency fails to renew, the nursing staff agency must immediately stop referring personnel to health care facilities.

(e) (1) A nursing staff agency shall notify the [Board] OFFICE of any change in ownership, agency name, or address within 30 days of the change.