

Licensure

Suppliers submitting a bid for a product category in a competitive bidding area (CBA) must meet all DMEPOS (Durable Medical Equipment, Prosthetics, Orthotics, and Supplies) state licensure requirements and other applicable state licensure requirements, if any, for that product category for every state in that CBA. Prior to submitting a bid for a CBA and product category, the supplier must have a copy of the applicable state licenses on file with the National Supplier Clearinghouse (NSC). As part of the bid evaluation, we will verify with the NSC that the supplier has all such licenses on file. In order to be eligible to be awarded a contract, suppliers must possess the applicable licenses at the time of bid submission for each location listed on Form A of the online bid submission system (DBidS). Contract suppliers must maintain compliance with all licensure requirements throughout the duration of the contract period.

Contracts are only awarded to suppliers that meet all state licensure requirements for every state in a CBA. Every supplier location must be licensed in each state in which it provides services. Here are some key points to remember for multiple-state CBAs:

- A supplier with only one location in a multiple-state CBA must have that location meet the license requirements of each state in the CBA to provide competitive bidding items and services throughout the CBA. For example, a supplier bidding in the Cincinnati-Middletown (Ohio, Kentucky, and Indiana) CBA that only has a location in Ohio must have that location licensed in Ohio, Kentucky, and Indiana.
- Each location of a supplier with more than one location in a multiple-state CBA must have the applicable state licenses for the state in the CBA in which it provides the competitively bid items. For example, for the Charlotte-Gastonia-Concord (North Carolina and South Carolina) CBA, all locations of the supplier located in North Carolina must have the state license(s) to provide the competitive bidding items in North Carolina, and all locations of the supplier in South Carolina must have the state license(s) to provide the competitive bidding items in South Carolina. However, each location does not have to be licensed for both states unless that location is providing items in both states.

A licensure guide for each state included in the Round 1 Rebid CBAs may be found in the **Bidding Guidelines** section of the **Round 1 Rebid Archive** on the Competitive Bidding Program website, dmecompetitivebid.com. These guides provide general licensure requirements for each product category included in the Competitive Bidding Program and contact information for each state's licensing board or agency. **These are only guides.** It remains the responsibility of the bidding supplier to identify and obtain all required licenses. For more information about licensure, please consult the appropriate license issuing agency listed on the guides or call the NSC at **866-238-9652**. Please note that the guides outline licenses required for suppliers with a physical location in the state. Suppliers that do not have a physical location in a state but will provide services in that state should contact the appropriate state license issuing agencies identified in the guide.

Suppliers that furnish items through the mail must possess all applicable state licenses required to furnish items though the mail in every state for which they bid.