

PART I - Activities Performed (See instructions for definitions)

Name of Facility: _____

Facility Activities (check all that apply):

Limited Tissue Procurement (see instructions for definition) - Attach Form A

Procurement of Tissue, Hematopoietic Progenitor Cells, or Human Milk - Attach Form B

Including donor qualification and selection, recovery, retrieval, or collection of tissues (other than reproductive tissues), HPCs, and human milk.

Procurement of Reproductive Tissue - Attach Form B-1

Including qualification and selection of reproductive tissue donors, collection or arranging for the collection of reproductive tissue.

Processing of Tissue, Hematopoietic Progenitor Cells, or Human Milk - Attach Form B

Processing of Reproductive Tissue - Attach Form B-1

Storage and Distribution of Tissue, Hematopoietic Progenitor Cells, or Human Milk - Attach Form B

From this facility.

From other facilities.

Storage and Distribution of Reproductive Tissue - Attach Form B-1

From this facility.

From other facilities.

Transplantation of Tissue or Hematopoietic Progenitor Cells, and Dispensing of Human Milk - Attach Form C

Including temporary storage and issuance of tissue, HPCs or human milk for clinical use.

Insemination/Implantation of Reproductive Tissue - Attach Form D

Including temporary storage and issuance of reproductive tissue for clinical use.

Assisted Reproductive Procedures for a Gestational Surrogacy Agreement - Form G

Nontransplant Anatomic - Attach Form E

Including donor solicitation, acquisition, recovery, processing, use, or distribution to a site in New York, of whole bodies, body segments, or nontransplant anatomic parts for medical research and/or education.

Tissue means cardiovascular tissue, musculoskeletal tissue, skin, eye, birth tissues, etc., other than reproductive tissues, and includes cells derived therefrom.

For Tissue Resources Program use only
New Application
Amended Application

Facility ID _____

Date Received _____

PART II - Facility and Contact Information

Name of Facility							
Street Address							
Street Address							
City		State		Zip		County	
Telephone				Fax			
Website address							
Contact Name				Title			
Contact E-mail address(es)							
Days/Hours of Operation	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Start							
End							
Is your facility registered with the FDA as a Human Cell and Tissue Establishment? <input type="checkbox"/> Yes <input type="checkbox"/> No							

Mailing address (if different from above):
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PART III - Ownership Information

A. Nature of Site

- Medical School
- Hospital or other Article 28 facility
- Independent facility
- Physician's Office
- Government
- Other (specify):

All applicants other than Article 28 facilities must complete the remainder of Part III, below.

Failure to provide full and accurate disclosure of ownership and financial interests in the tissue bank, hematopoietic progenitor cell bank or nontransplant anatomic bank, as required by 10 NYCRR Section 52-2, may result in denial of the application. Please answer all questions as of the date the Application for Licensure – Human Tissue/Hematopoietic Progenitor Cell/Nontransplant Anatomic Bank is submitted.

Note: Submission of this statement does not eliminate the responsibility of the applicant to report all changes in ownership of the applying facility directly to the New York State Department of Health, Office of Health Insurance Programs, at One Commerce Plaza, Albany NY, 12210.

B. If owner name is not the same as the facility name, indicate owner name and address:

Name(s)
Address(es)

PART III - Ownership Information (continued)

C. Ownership

- Individual Government Professional Corporation Not-for-profit Corporation
 Partnership Corporation Limited Liability Corporation
 Other (specify)

If a partnership, submit a copy of the partnership agreement. If a corporation, not-for-profit corporation, limited liability corporation or professional corporation, include a copy of the certificate of incorporation

Indicate the Federal Employer Identification Number (FEIN):

If government-operated: indicate the name, principal office address of the government entity, and the name(s), title(s) and addresses of the administrator responsible for the operation of the facility in conjunction with the director. If needed, list additional names and addresses on a separate sheet and attach to this statement.

Name
Principal Office Address

Administrator Name	Title
Administrator Address	

D. Definitions

- Direct ownership interest** means the possession of stock, equity in the capital, or any interest in the profits of the applying facility.
- Indirect ownership interest** means the possession of stock, equity in the capital, or any interest in the profits of an entity with a direct or indirect ownership interest in the applying facility.
- Controlling interest** means the ability to direct or control the operation or management of the applying facility, as specified in 10NYCRR Section 52-1.1(i).
- Management company** means any organization that operates or manages a business on behalf of the owner, with the owner retaining ultimate legal responsibility for the operation of the business.

Based on the definitions above, do any of the owners or board members of the applying facility have direct or indirect ownership or controlling interest in any other facilities (tissue banks, nontransplant anatomic banks, blood banks or clinical laboratories) licensed by New York State?

- Yes No

If yes, provide the information requested below for each person:

Owner(s) Name(s)

Other facility(ies) name(s) and address(es)

E. Except for facilities established pursuant to Public Health Law article 28 and government entities, indicate the name(s) of any officer(s) of the corporation or partner; and the name(s) of any principal stockholder or controlling person(s) with greater than ten percent ownership interest. If needed, list additional names on a separate sheet and attach to this statement.

Names

PART IV - Declaration

A. Has the director, medical director, or any person having a direct or indirect ownership or controlling interest of five percent or more in the applicant facility ever been convicted or charged with any crime or offense related to the operation of a tissue bank, nontransplant anatomic bank, blood bank or clinical laboratory, or related to the furnishing of, or billing for, laboratory or tissue banking services or medical care, services or supplies?

Yes

No

If yes, list name(s) and address(es) of person(s) here:

Names(s)	Address(es)

Explain/describe any convictions or charges:

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B. Has the director, medical director, or any person having a direct or indirect ownership or controlling interest of five percent or more in the applicant facility ever been convicted or charged with administrative violations of local, state or federal laws, rules and regulations?

Yes

No

If yes, list name(s) and address(es) of person(s) here:

Names(s)	Address(es)

Explain/describe any convictions or charges:

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PART V - Checklist

The following forms and supporting documentation are attached, as applicable:

- | | |
|---|--|
| <input type="checkbox"/> Form 2973a, 2973b, 2973b1, 2973c, 2973d, 2973e, or 2973g | <input type="checkbox"/> Donor health history forms and selection criteria |
| <input type="checkbox"/> A copy of the partnership agreement | <input type="checkbox"/> All policies and procedures |
| <input type="checkbox"/> A copy of the certificate of incorporation | <input type="checkbox"/> Informed consent documents |
| <input type="checkbox"/> CV or resumé for the Tissue Bank or Storage Facility
Director and letter describing experience and qualifications | <input type="checkbox"/> A copy of the NYS permit or CLIA certificate held by the
laboratory providing clinical laboratory testing services |
| <input type="checkbox"/> CV or resumé for the Medical Director | |
| <input type="checkbox"/> Medical Advisory Committee membership list | |

PART VI - Signature

Providing false or misleading information in this statement may lead to prosecution under applicable federal or state laws and may result in denial of the New York State Department of Health Tissue Resources Program Application for Licensure.

No tissue, hematopoietic progenitor cell or nontransplant anatomic banking activities other than those identified in this application, are being conducted at this site without New York State licensure.

I hereby affirm under penalty of perjury that the information provided on this form and all attachments is true to the best of my knowledge and belief.

Name of Authorized Representative

Title

Phone Number

E-mail Address

Signature

Date

The completed application, additional required forms, and supporting documentation must be submitted to the New York State Department of Health Tissue Resources Program

By e-mail as a pdf (preferred) to: tissue@health.ny.gov

By mail to: Tissue Resources Program
Wadsworth Center
New York State Department of Health
Empire State Plaza
Albany, NY 12237