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New Information for Private Home Care Providers (PHCP)

Effective October 3, 2016 all initial applications for licensure, renewals and change requests such as (change of ownership, business name change, address change, administrator name change and change in governing body) for PHCP will be completed online by submitting an HFRD application via the GAMMIS Web Portal.

STOP!!!!

Before you get started the first step in the process is to review and follow the instructions in the applicable documents listed below:

Title	File Type	Category
Private Home Care Application Packet	PDF	Initial Application
Schedule of Licensure Activity Fees	PDF	All Categories
Licensing Fee Payment Coupon	PDF	All Categories
COGENT / GAPS Instructions	PDF	Initial Application
HFRD Web Portal Application	PDF	All Categories
Military Time Chart		

After reviewing all of the above documents if you have questions you may contact HFRD at (404) 657-5700.

What's new?

Automated Payment Process

Beginning October 1, 2017 PHCP applicants will be able to make online payments for all application types via the GAMMIS Web Portal. After your application has been successfully submitted you can pay the required fees online via the Pay Required Application Fee link located on the successful submission panel. The fees are due at the time of submission or the application will remain unprocessed. When paying online an additional convenience fee will be added to the application and/or licensing fees that are due