Washington Behavioral Health Agency Licensing Consulting

Last reviewed October 2026 · https://www.integralhs.com/wa-behavioral-health-agency-licensing

What to have ready

Each item ties to chapter 246-341 WAC as displayed on October 2, 2026, or to DOH's BHA pages.

- The list of services you will seek certification for: mental health, SUD, problem gambling and gambling disorder, or a combination (DOH BHA page [https://doh.wa.gov/licenses-permits-and-certificates/facilities-z/behavioral-health-agencies-bha]).
- Your current policies and procedures, since every initial or added-service application “must include the submission of policies and procedures for review and approval” (DOH applications and forms [https://doh.wa.gov/licenses-permits-and-certificates/facilities-z/behavioral-health-agencies-bha/applications-and-forms]).
- A map of where each policy meets chapter 246-341 WAC, because DOH states that “An agency's policies and procedures must address the requirements in chapter 246-341 WAC” (same page).
- The service-specific certification standards for each service, such as WAC 246-341-0737 for outpatient intervention, assessment and treatment.
- Addresses and use of every site, any branch site (WAC 246-341-0300(4)), and a list of established off-site locations and mobile units (WAC 246-341-0342).
- Your licensed clinicians' credentials and the names of the clinical leaders who will approve clinical policies.
- Proof of accreditation, if you plan to use deeming under WAC 246-341-0310 [https://app.leg.wa.gov/wac/default.aspx?cite=246-341-0310], which requires “proof of accreditation for the services provided by the agency to the department,” and, for a new main site or newly added certification or service, a DOH initial on-site review (WAC 246-341-0310(2)(b)).
- A critical incident reporting procedure that meets DOH's 48-hour rule (DOH BHA page [https://doh.wa.gov/licenses-permits-and-certificates/facilities-z/behavioral-health-agencies-bha]).
- A named owner for the plan of correction process described in WAC 246-341-0320 [https://app.leg.wa.gov/wac/default.aspx?cite=246-341-0320].
- Your estimated annual outpatient service hours or licensed bed count, which set the annual fee under WAC 246-341-0365 [https://app.leg.wa.gov/wac/default.aspx?cite=246-341-0365].