



January 29, 2025

**VIA ELECTRONIC MAIL**

Recovery Residence Owner/Operator:

**re: Required Registration of Recovery Residence**

Your facility has been sent this letter because it is believed to be a “recovery residence” under West Virginia law and **must register with the Office of Health Facility Licensure and Certification by February 26, 2025, or be subject to civil money penalties of up to \$20,000 per day for failure to register,** pursuant to West Virginia Code §16-59-4(d).

Under a new law enacted in 2024 (Senate Bill 475), recovery residences are required to register with the Office of Health Facility Licensure and Certification. Recovery residences that were operating and in existence on November 26, 2024, are required to submit a complete application for registration of each location no later than February 26, 2025. If your facility was not operating and in existence on November 26, 2024, then you must register your facility prior to any operation.

Under West Virginia law, a “recovery residence” is defined as a single-family, drug-free, and alcohol-free residential dwelling unit, or other form of group housing, that is offered or advertised by any person or entity as a residence that provides a drug-free and alcohol-free living environment with the purpose of promoting sustained, long-term recovery from substance use disorder. *See* W. Va. Code §16-59-1.

The enclosed application must be completed and submitted to the Office of Health Facility Licensure and Certification by mail by February 26, 2025, in order to be timely registered. If you do not believe your facility meets these requirements or if you have additional questions, please contact Rick Dempsey by phone at (304) 352-5282 or by email at [OIGOHFLACRecoveryResidence@wv.gov](mailto:OIGOHFLACRecoveryResidence@wv.gov). For more information on the registration of recovery residences, please visit our website at <https://ohflac.wvdhhr.org/factype.html#type=RR>.

Sincerely,

A handwritten signature in blue ink that reads "Rick Dempsey".

Rick Dempsey  
Substance Use Disorder Program Manager