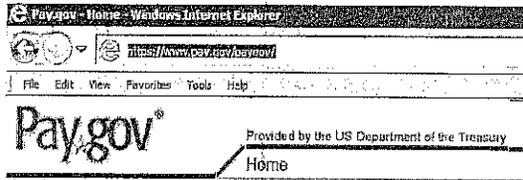## https://www.pay.gov/paygov/

There is a lot of information available to them when they logon. They have the option of registering with the site or just paying their fee without registering.
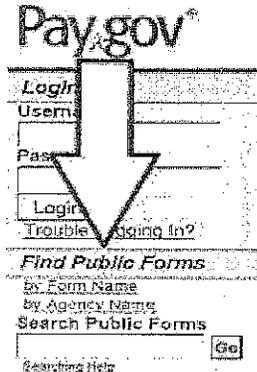
How Do I Make a Payment?
Find the Agency Form you need to fill out.
Complete the required information and submit the Form.
Enter payment information and Submit your payment.

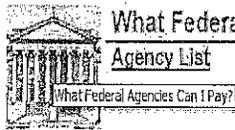**There are two ways to access the payment form:**

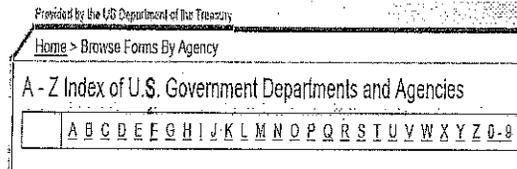**I. On the left side of the webpage they can use the 'search' as a short cut to finding the form:**

Type in: CLIA and click go.

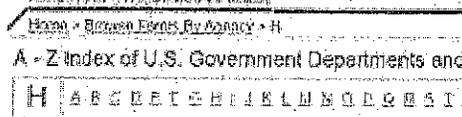**II. The second way to access the payment form:**

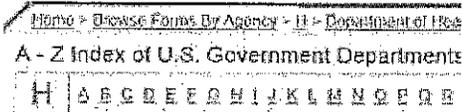1. To find CLIA, first click on the agency list link:

What Federal Agencies Can I Pay?
Agency List

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2. Now choose 'H'

Home > Browse Forms By Agency

A - Z Index of U.S. Government Departments and Agencies

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z 0-9

3. Choose Health and Human Services Department:

Home > Browse Forms By Agency > H

A - Z Index of U.S. Government Departments and

H A B C D E F G H I J K L M N O P Q R S T

- Harry S Truman Scholarship Foundation
- Health and Human Services Department (6)
- Homeland Security Department (3)
- House of Representatives
- Housing and Urban Development Department (14)

4. Choose Department of Health and Human Services:

Home > Browse Forms By Agency > H > Department of Hea

A - Z Index of U.S. Government Departments

H A B C D E F G H I J K L M N O P Q R

Department of Health and Human Services
Department of Health and Human Services and its sub agencies.
The number in parenthesis indicates the number of forms.

- Department of Health and Human Services (8)
- Centers for Disease Control and Prevention (6)
  Department of Health and Human Services > Secretary of He
- National Institutes of Health (4)
  Department of Health and Human Services > Secretary of He
- Secretary of Health and Human Services
  Department of Health and Human Services > Secretary of He

Both pathways lead to the link to pay CLIA Laboratory User Fees:

A - Z Index of U.S. Government Dep

H A B C D E F G H I J K L M N O

Department of Health and Human Se
Results: 1-6 of 8
Sort By: Form Name | Form Number | OMB Number | Ag

CLIA Laboratory User Fees
Form Number: 36
Use this form to pay your CLIA fees.

When the user clicks on 'CLIA Laboratory User Fees' they will get the form they need to fill out to pay their fees:

Centers for Medicare and Medicaid Services
CLIA Laboratory User Fees

* Required Fields
* CLIA Laboratory Name:
* CLIA ID Number:
* Facility Address:
  Facility Address 2:
* City:
* State:
* Zip Code:
  Payment Date: 12/30/2015
* Payment Amount:

Continue

PDF Preview

They must enter the laboratory name, CLIA number, address, and payment amount. They may make a payment of any amount (under $49,999.99). After they click 'continue' they will be prompted to enter their credit card or bank account information.

If they enter the address or the name of the laboratory differently than how it is listed in the CLIA Data system it is okay. There are no edits against the CLIA database by Pay.gov.

Pay.gov caveats:
a. Payments to more than one CLIA number at a time are not allowed.
b. There is no place for a comment or note.
c. They can't attach any documentation (such as the fee coupon or a request for address change)
d. They can't pay one fee with two credit cards at the same time. They can make multiple single transactions for the same fee. Each transaction has to be performed separately.
e. Pay.gov does not accept PayPal™.