



State of California—Health and Human Services Agency
California Department of Public Health

TOMÁS ARAGÓN, M.D., Dr. P.H.
Director and State Public Health Officer



GAVIN NEWSOM
Governor

THIS NOTICE HAS BEEN REVISED, PLEASE READ IT IN ITS ENTIRETY

In response to the public health officer guidance, our building has limited access and we have reduced staff on site. Because of this, personal service is not being accepted at this time.

Please follow the instructions below:

For service of subpoenas read each option below carefully:

For subpoenas requesting medical or investigation records, you must serve the subpoena on the appropriate district office that licenses the health facility in question, either by personal service or via US mail. These subpoenas will not be accepted by mail at our legal office address.

A list of the district offices and the counties they cover is available at the [CDPH website](https://www.cdph.ca.gov/Programs/CHCQ/LCP/Pages/DistrictOffices.aspx) (<https://www.cdph.ca.gov/Programs/CHCQ/LCP/Pages/DistrictOffices.aspx>). Once you access the link above, you will see counties listed under each district office address. Determining which county the health facility is in will help you determine which district office to serve.

For subpoenas requesting medical or investigation records **for health facilities in Los Angeles**, please serve:

L.A. County Public Health Department
5555 Ferguson Drive, Suite 120-04
Commerce, CA 90022

For service of all other subpoenas, please mail them to:

CDPH Office of Legal Services
1415 L Street, Suite 500
Sacramento, CA 95814

For service of summons and complaints and writ petitions:

E-mail the documents to: CDPHserviceofprocess@cdph.ca.gov

***Please note, although we acknowledge receipt of the documents, until we state that service is proper, nothing will be deemed accepted. Subpoenas will not be accepted at this mailbox.**

Our standard practice of personal service acceptance will recommence once normal business resumes.