



DEPARTMENT ON DISABILITY SERVICES

**OFFICE OF THE DEPUTY DIRECTOR FOR ADMINISTRATION
MEDICAID WAIVER ADMINISTRATION**

Dear Provider:

Enclosed is the District of Columbia Medicaid Home & Community Based Services Waiver Supplemental application to request approval to provide additional MRDD Waiver services under an existing waiver provider number. Please complete the application packet in its entirety and enclose all required documentation as stated. Failure to include signatures on all forms and copies of all necessary attachments will delay the processing of your application.

Return the completed application to:

**The Department on Disability Services
Intellectual and Developmental Disabilities Administration
Waiver Division
Office of Waiver Provider Relations
1125 15th Street, NW
Washington, DC 20005**

All questions concerning MRDD certification should be directed to:

Department on Disability Services (DDS)
HCBS Provider Enrollment
Tel (202 730 1800) or email ddsmedicaidwaiver@dc.gov

Sincerely,

Laura L. Nuss, M.S.
Deputy Director
D.C. Department on Disability Services
Developmental Disabilities Administration
1125 15th Street, N.W. 9th floor
Washington, DC 20005



MRDD HCBS Waiver Provider Supplemental Application

**DEPARTMENT ON DISABILITY SERVICES
OFFICE OF THE DEPUTY DIRECTOR FOR ADMINISTRATION
MEDICAID WAIVER ADMINISTRATION**

(Return the completed application to: The Department on Disability Services
Resource Allocation Division, Office of Waiver Provider Relations
1125 15th Street, NW, Washington, DC 20005)

REQUIRED ATTACHMENTS

- o Copy Certification for Waiver service
- o Submission of documentation required as stated in the Service Rules for the Waiver service

Please check all waiver services you are requesting approval to provide.

Mental Retardation Developmental Disabilities (MRDD) Waiver Specialties

Check (✓) ALL that applies.

Consultant & Professional Services (attach professional licenses and certifications as directed)

- Behavioral Supports** (See Section 937, Chapter 9 of Title 29, DCMR, Behavioral Support Services)
Services designed to support and encourage the person in his or her decision to reside within the community; decrease the impact of a behavioral event; assist the person in developing alternative and more effective communication, adaptive and coping mechanisms; and enable the person to achieve positive personal outcomes.

Provider Types & Requirements:

- An independent professional in private practice (as defined in Chapter 19, Title 29, DCMR)
 - Licensed Independent Clinical Social Worker
 - Advanced Practice Registered Nurse or Nurse-Practitioner
 - Licensed Professional Counselor
 - Certified Behavior Analysts®
 - Psychologist
 - Psychiatrist
- A Freestanding Mental Health Clinic (as defined in Chapter 8, Title 29, DCMR)
- Home Health Agency (as defined in Chapter 19, Title 29, DCMR)
- Social Service Agency (as defined in Chapter 19, Title 29, DCMR)

- Community Support Team** (See Section 1912, Chapter 19 of Title 29, DCMR, Community Support Team Services)
Team services designed to provide intensive behavioral and psychiatric supports for participants who are at imminent risk of institutionalization.

Provider Types & Requirements

- An independent professional in private practice (as defined in Chapter 19, Title 29, DCMR)
 - Advanced Practice Registered Nurse



- Licensed Independent Clinical Social Worker
- Licensed Professional Counselor
- Psychiatrist
- Psychologist
- Home Health Agency (as defined in Chapter 19, Title 29, DCMR)
- Social Service Agency (as defined in Chapter 19, Title 29, DCMR)
- Freestanding Mental Health Clinic (as defined in Chapter 8, Title 29, DCMR)

Dental (See Section 936, Chapter 9 of Title 29, DCMR, Dental Services)

Services provided by a dental professional in the diagnosis, treatment and prevention of diseases of the teeth and gums.

Provider Types and Requirements

- Dentist (as defined in District of Columbia Health Occupations Revisions Act of 1985, effective March 25, 1986 [D.C. Law 6-99; D.C. Official Code, Section 3-1201 *et seq.*])

Environmental Accessibilities Adaptations (See Section 926, Chapter 9 of Title 29, DCMR, Environmental Accessibilities Adaptation Services)

Services that provide physical adaptations to a home that enable a person to live with greater independence within the home (ex: ramps, grab-bars, lift systems, specialized electric and plumbing systems, etc.)

Provider Types and Requirements

- Non-Profit Organization
- Home Health Agency (as defined in Chapter 19, Title 29, DCMR)
- Social Service Agency (as defined in Chapter 19, Title 29, DCMR)
- Business Entity (Contractor licensed by the D.C. Department of Consumer and Regulatory Affairs or within the jurisdiction environmental accessibility adaptations are to be provided)

Family Training (See Section 942, Chapter 9 of Title 29, DCMR, Family Training Services)

Services consisting of training, counseling, coordination and other professional support services offered to families or other uncompensated individuals.

Provider Types and Requirements:

- Independent Social Worker (as defined in Chapter 19, Title 29, DCMR)
- Independent Clinical Social Worker (as defined in Chapter 19, Title 29, DCMR)
- Professional Counselor (as defined in Chapter 19, Title 29, DCMR)
- Occupational Therapist (as defined in Chapter 19, Title 29, DCMR)
- Physical Therapist (as defined in Chapter 19, Title 29, DCMR)
- Speech, Hearing and Language Therapist (as defined in Chapter 19, Title 29, DCMR)
- Registered Nurse (as defined in Chapter 19, Title 29, DCMR)
- Special Education Instructor (Master's Degree in Special Education from an accredited college/university with an emphasis on developmental disabilities and mental retardation)

Nutrition Evaluation & Consultation Services (See Section 930, Chapter 9 of Title 29, DCMR, Nutrition Evaluation and Consultation Services)

Services that address issues of weight gain or loss that creates a health risk; identification of diets for therapeutic purposes; oral-motor problems; allergies, other food intolerances or drug-nutrient interactions. Provide counseling on shopping, cooking, meal planning/preparation, safe storage or nutritional information about food.

Provider Types:

Requirements:

- Licensed to practice dietetics or nutrition pursuant to the D.C. Health Occupations Revisions Act of 1985, effective March 25, 1986
- Licensed to practice dietetics or nutrition in the jurisdiction where services are provided
- Minimum of one (1) year experience working with persons with mental retardation and developmental disabilities

Occupational Therapy (See Section 935, Chapter 9 of Title 29, DCMR, Occupational Therapy Services)

Services that are reasonable and necessary to the treatment of a person's illness, injury, long term disability or to the restoration or maintenance of function affected by the injury, illness or long term disability.

Provider Types:

- Licensed Occupational Therapist (as delineated in the DC Health Occupations Revision Act of 1985, effective March 25, 1986)

Requirements:

- Employed by a Home Health Agency (as defined in Chapter 19, Title 29, DCMR)



- Maintain a private practice
 - Maintain a minimum of 1,000,000 in liability insurance (if, engaged in private practice)

One-Time Transitional Services (See Section 1913, Chapter 19 of Title 29, DCMR, One-Time Transitional Services)

Services that are non-recurring set-up expenses for persons transitioning from an institution to another provider-operated or residence living arrangement (ex: security deposits, household furnishings, moving expenses, one-time cleaning, etc)

Provider Types and Requirements

- Non-profit organizations (as defined in Chapter 19, Title 29, DCMR)
- Home Health Agency (as defined in Chapter 19, Title 29, DCMR)
- Social Service Agency (as defined in Chapter 19, Title 29, DCMR)

Personal Care Aide (See Section 1910, Chapter 19 of Title 29, DCMR, Personal Care Services)

Services that provide hands-on assistance with activities of daily life that would maintain a clean, sanitary and safe living condition in the home.

Provider Types:

- Home Health Agency (as delineated in Sections 5003.1 – 5003.3, Chapter 50, Title 29, DCMR)

Requirements:

- Registered Nurse supervision (as delineated in Sections 5002.5 – 5002.6, Chapter 50, Title 29, DCMR)
- \$1,000,000 blanket malpractice insurance (as delineated in Section 5001.1, Chapter 50, Title 29, DCMR)
- At minimum, \$1,000,000 liability insurance (as delineated in Section 5001.1, Chapter 50, Title 29, DCMR)

Personal Emergency Response System (PERS) Services (See Section 907, Chapter 9 of Title 29, DCMR, Personal Emergency Response System Services)

Services that provide access to emergency assistance through a two-way communication system.

Provider Types and Requirements:

- Home Health Agency (as defined in Chapter 19, Title 29, DCMR)
- Social Service Agency (as defined in Chapter 19, Title 29, DCMR)

Physical Therapy (See Section 934, Chapter 9 of Title 29, DCMR, Physical Therapy Services)

Services that are necessary to the treatment of a person's illness, injury or long term disability, or to the restoration or maintenance of function affected by the injury, illness or long term disability.

Provider Types:

- Licensed Physical Therapist (as delineated in the DC Health Occupations Revision Act of 1985, effective March 25, 1986)

Requirements:

- Employed by a Home Health Agency (as defined in Chapter 19, Title 29, DCMR)
- Maintain a private practice
 - Maintain a minimum of 1,000,000 in liability insurance (if, engaged in private practice)

Professional Services (See Section 1918, Chapter 19 of Title 29, DCMR, Professional Services)

Services, provided by a licensed or certified professional, that are necessary for the treatment, restoration or maintenance of function affected by injury, illness or long-term disability.

Provider Types and Requirements:

- Acupuncturist (as defined in Chapter 47, Title 17, DCMR)
- Art Therapist (as defined by the American Art Therapy Association, Inc. and/or Art Therapy Credentialing Board)
- Dance Therapist (as defined in Chapter 71, Title 17, DCMR)
- Drama Therapist (as defined and certified by the National Association for Drama Therapy)
- Fitness Trainer (as defined by the Fitness Standards Council Personal Trainer Accreditation)
- Massage Therapist (as defined in Chapter 75, Title 29, DCMR)
- Music Therapist (as defined by the American Music Therapy Association and certified by the Certification Board for Music Therapists)
- Sexuality Education Specialist (as defined and certified by the American Association of Sexuality Educators, Counselors and therapists Credentialing Board)

Sexuality Education can also be delivered by a:

- Psychologist (as defined in Chapter 19, Title 29, DCMR)
- Psychiatrist (as defined in Chapter 19, Title 29, DCMR)
- Licensed Clinical Social Worker (as defined in Chapter 19, Title 29, DCMR)
- Licensed Professional Counselor (as defined in Chapter 19, Title 29, DCMR)



Respite (See Section 994, Chapter 9 of Title 29, DCMR, Respite Services)

Services provided to a person on a short-term basis because of the absence, or need for relief, of the primary caretaker.

Provider Types and Requirements:

- Social Service Agency (as defined in Chapter 19, Title 29, DCMR)
- Home Health Agency (as defined in Chapter 19, Title 29, DCMR)

Skilled Nursing (See Section 933, Chapter 9 of Title 29, DCMR, Skilled Nursing Services)

Services provided by a registered nurse that are reasonable and necessary to the treatment of a person's illness or injury.

Provider Types and Requirements:

- Home Health Agency (as defined in Chapter 19, Title 29, DCMR)
- Nurse Staffing Agency (as defined in the Nurse Staffing Agency Act of 2003, effective November 25, 2003)
- Registered Nurse (as defined in the DC Health Occupations Revisions Act of 1985, effective March 25, 1986)

Speech, Hearing & Language Therapy (See Section 932, Chapter 9 of Title 29, DCMR, Speech, Hearing and Language Services)

Services provided to address problems involving swallowing, communicative, vocal, or speech disorders.

Provider Types:

- Home Health Agency (as defined in Chapter 19, Title 29, DCMR)
- Social Service Agency (as defined in Chapter 19, Title 29, DCMR)
- Speech Pathologist (as defined, licensed or certified by the American Speech Hearing Language Association)
- Audiologist (as defined, licensed or certified by the American Speech Hearing Language Association)

Requirements:

- Maintain a minimum of \$1,000,000 in liability insurance (if, engaged in private practice)

Vehicle Modifications (See Section 1914, Chapter 19 of Title 29, DCMR, Vehicle Modification Services)

Services that provide physical adaptations to a vehicle that are necessary to ensure the health, welfare, and safety of a person or that enable a person to live with greater independence in the community.

Provider Types and Requirements:

- Non-Profit Organization

HABILITATION SERVICES

Day Habilitation (See Section 945, Chapter 9 of Title 29, DCMR, Day Habilitation)

Services designed to support the person outside the home through training and skills development that help the person to achieve greater participation in integrated community activities and vocational settings.

Provider Types and Requirements:

- Social Service Agency (as defined in Chapter 19, Title 29, DCMR)

Host Home (See Section 1915, Chapter 19 of Title 29, DCMR, Host Home Services)

Services provided through a residential arrangement where a homeowner provides room, board, personal supports and assistance to a person in a host home.

Provider Types and Requirements:

- Supported Living Service Providers (see Section 993, Chapter 9 of Title 29 DCMR, Supported Living Services)
- Residential Habilitation Service Providers (see Section 946, Chapter 9 of Title 29 DCMR, Residential Habilitation Services)

Requirements:

- Human Agreement

In-Home Supports (See Section 1916, Chapter 19 of Title 29, DCMR, In-Home Supports Services)

Services that provide periodic support to a primary caregiver and/or enable a person to live independently and participate fully in community activities.

Provider Types and Requirements:

- Home Health Agency (as defined in Chapter 19, Title 29, DCMR)
- Supported Living Service Providers (see Section 993, Chapter 9 of Title 29 DCMR, Supported Living Services)
- Residential Habilitation Service Providers (see Section 946, Chapter 9 of Title 29 DCMR, Residential Habilitation Services)

Requirements:

- Human Agreement



Live-In Caregiver (See Section 1917, Chapter 19 of Title 29, DCMR, Live-In Caregiver Services)

Services provided by a direct care worker in a person's home that affords the person an opportunity to live more independently and participate fully in community activities.

Provider Types and Requirements:

- Supported Living Service Providers (see Section 993, Chapter 9 of Title 29 DCMR, Supported Living Services)
- Residential Habilitation Service Providers (see Section 946, Chapter 9 of Title 29 DCMR, Residential Habilitation Services)

Requirements:

- Human Agreement
- Live-In Caregiver Services Agreement

Prevocational Habilitation (See Section 920, Chapter 9 of Title 29, DCMR, Prevocational Services)

Services designed to prepare a person for paid or unpaid employment. These services exclude developing specific job skills.

Provider Types and Requirements:

- Home Health Agency (as defined in Chapter 19, Title 29, DCMR)
- Social Service Agency (as defined in Chapter 19, Title 29, DCMR)

Residential Habilitation (See Section 946, Chapter 9 of Title 29, DCMR, Residential Habilitation Services)

Services to assist a person in the acquisition, retention, and improvement of skills related to activities of daily living (ex: personal grooming, household chores, eating and food preparation, social adaptive skills).

Provider Types:

- Group Home for Mentally Retarded Persons (see Health Care and Community Residence Facility, Hospice and Home Care Licensure Act of 1983, effective February 24, 1984 (D.C. Law 5-48; D.C. Official Code Sections 44-501 *et seq.*)
- Social Service Agency (as defined in Chapter 19, Title 29, DCMR)

Requirements:

- Human Care Agreement

Supported Employment (See Section 929, Chapter 9 of Title 29, DCMR, Supported Employment Services)

Services intended for a person where competitive employment has not traditionally occurred or has been interrupted.

Provider Types and Requirements:

- Social Services Agency (as defined in Chapter 19, Title 29, DCMR)
- Vocational Rehabilitation Counselor

Supported Living (See Section 933, Chapter 9 of Title 29, DCMR, Supported Living Services)

Services that assist a person in the acquisition, retention and improvement of skills related to activities of daily living (ex: personal grooming, household chores, eating and food preparation, social and adaptive skills).

Provider Types and Requirements:

- Social Service Agency (as defined in Chapter 19, Title 29, DCMR)

Requirements:

- Human Care Agreement

HCBS Waiver Provider Supplemental Application

_____ Provider Name	_____ Existing Provider Number
_____ Tax ID or Social Security Number	
_____ Telephone	_____ Fax
_____ Email	_____ Contact Name

Pay to Address

Street Address

City, State, Zip

Service Address

Street Address

City, State, Zip

Please attach copies valid state licenses and certifications.

All Providers

I certify that all information provided relative to this application is true, accurate and complete to the best of my knowledge. I further certify that all foregoing information will be kept current and that you will be notified of the changes as they occur. This application is in conjunction with all the rules and regulations of the Medicaid Provider Agreement for the above stated provider number.

Name of Provider
(Please print)

Title

Signature of Provider

Date

Accepted By:

DDS Authorized Signature

Date