

What is a Qualified Provider?

A person or entity qualified to provide developmental disabilities services to eligible persons.

This includes:

- Entering into a contract with the department or into a sub-contract with a qualified provider

Contract Guidelines

The contract guidelines contain supplemental process information provided to corporations who will be contracting with the Department to provide services to persons with developmental disabilities. All contractors should review the contents of these guidelines to be aware of specific provisions that affect the current contract. Proposals not complying with the procedures outlined in these guidelines will be considered incomplete. Please contact your local DDP Office for a copy of a sample contract.

Contract

A contract for a Provider to provide developmental disabilities services to eligible persons is a written agreement between the Department and a Provider that describes what the duties and responsibilities of each party are and that provides for compensation for the services provided.

A sample DDP contract for those providers that are designated an Organized Health Care Delivery System (OHCDS) can be obtained by contacting your local DDP Office.

A sample DDP contract for licensed professionals (Board Certified Behavior Analyst, Physical Therapist, Licensed Mental Health Professional, etc) can be obtained by contacting your local DDP Office.

Subcontract

A subcontract for a Provider to provide a specific developmental disabilities service to eligible persons is a written agreement between a DDP Provider and another qualified party that can provide some services, usually specialized, to the DDP Provider client. Providers who subcontract must have a DDP contract and be designated an Organized

Health Care Delivery System (OHCDSD). Examples would include services such as speech therapy or physical therapy. A copy of a sample DDP contract can be obtained by contacting the local DDP Office.

Subcontracting entities -- like a physical therapist or speech therapist or dentist -- have the option of contracting –

- directly with a provider who arranges for the service to be provided or
- directly with the DDP to pay for those services selected by the client under the client's right to choose his provider

A subcontractor who wishes to contract directly with DDP for payment for services must enroll with Medicaid as a qualified provider.

- Completing criminal background checks for all owners and operators of the provider entity and for all professional therapy providers and direct care staff.

A subcontractor must meet the necessary liability insurance and bonding requirements identified in the DDP contract.