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Sedgwick County Developmental
Disability Organization (SCDDO)

FACTS&details

about Sedgwick County Government

September 2015

Process for Becoming a Service Provider for the Sedgwick County Developmental Disability Organization

To become a community service provider (CSP) serving individuals in Sedgwick County with intellectual and/or developmental disabilities (I/DD) and to bill for services through Medicaid, an affiliation agreement is required. The process to become an affiliated provider can take anywhere from a few months to a year or more depending on whether the applicant is an existing, experienced business or an individual looking to start a business.

For the specific requirements to become an affiliate of the SCDDO please see SCDDO's website at <http://www.sedgwickcounty.org/cddo/> or contact the Assistant Director at (316) 660-7635 or scddo@sedgwick.gov. The complete process necessary to begin providing services is complex, requires knowledge of regulations and has several different steps. The information and links below provide important information for new potential providers:

- The service system for individuals with intellectual and/or developmental disabilities (I/DD) is outlined in the Developmental Disability Reform Act (referred to as the DDRA). The DDRA is located in Kansas Statutes Annotated (KSA) 39-1801 through 39-1011. These can be found online at: http://kansasstatutes.lesterama.org/Chapter_39/Article_18/
- The role of a community service provider (CSP) and the community developmental disability organization (CDDO) are outlined in Kansas Administrative Regulations (KAR) articles 63 and 64, respectively. These regulations can be found online at the address below by searching for 30-63 and 30-64: http://www.sos.ks.gov/pubs/kar/2009/3%20030_30-Department%20of%20Social%20and%20Rehabilitation%20Services,%202009%20KAR%20Vol%203.pdf
- The Centers for Medicaid/Medicare Services (CMS) recently issued a final rule that affects home and community based services (HCBS). The goal is to ensure individuals receiving HCBS services through Medicaid waivers have full access to benefits of community living and opportunity to receive services in the most integrated setting appropriate. More information on this rule can be found at: <http://www.medicaid.gov/Medicaid-CHIP-Program-Information/By-Topics/Long-Term-Services-and-Supports/Home-and-Community-Based-Services/Downloads/Final-Rule-Slides-01292014.pdf>
- A state license is required to provide Targeted Case Management, Day and/or Residential Supports. Information on state licensure is available at http://www.aging.ks.gov/HCBSProvider/IDD_Licensing.html. Questions can be directed to (785) 296-4740 or HCBS-KS@kdads.ks.gov
- The State of Kansas sets the rule for providing services under the Home and Community Based Services Medicaid Waiver for individuals with I/DD (HCBS MRDD). The specific service definitions and requirements can be found in the provider manuals which are posted on the internet at: <https://www.kmap-state-ks.us/public/providermanuals.asp>
- Rates for HCBS I/DD Program services are provided on the internet at https://www.kmap-state-ks.us/Documents/Content/Provider/HCBS_IDD_Rates.pdf
- To bill for HCBS I/DD Program services you will also need a Medicaid provider number. This is processed through the Kansas Medical Assistance Program (KMAP). The application can be found online at: <https://www.kmap-state-ks.us/>
- After completing the affiliation and, if necessary, licensing processes and obtaining a Medicaid provider number, then agencies must contract with the managed care organizations (MCO). Each MCO has their own process which can be found on their websites at:
 - * Amerigroup: <https://providers.amerigroup.com/Pages/kansas-apprequest.aspx>
 - * Sunflower: <http://www.sunflowerhealthplan.com/for-providers/become-a-provider/>
 - * United: <http://www.uhccommunityplan.com/health-professionals.html>

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