

## Independent Providers: Quick Reference Guide for Medicaid Enrollment Requirements

<b>Requirement</b>	<b>Services</b>	<b>Resources</b>	<b>Verification Requirements</b>
<b>Abuse and Neglect Training:</b> Abuse, Neglect, and Exploitation and State Law Reporting Requirements	Child Day Habilitation—6396 Community Integration – 9845 and 5913 Homemaker – 9393 Independent Living – 2639 and 6722 Respite – Independent In Home – 8148 Respite – Independent Out Home – 9042 Supported Emp-Follow Along – 2141 and 1666 Supported Emp – Individual – 9695 and 6435 Supported Family Living – 7494 and 6168 Transportation – 3764 Day Supports - 8652 and 9828  Consultative Assessment – 7783 * *additional requirements apply	<b>Choose one:</b> <b>FREE</b> 1.DHHS-DDD training: <a href="http://dhhs.ne.gov/DD%20Documents/DD%20Abuse-Neglect%20Training.pdf">http://dhhs.ne.gov/DD%20Documents/DD%20Abuse-Neglect%20Training.pdf</a> <b>\$\$\$-Please contact agency 2-6 for required payment amount for training listed below.</b> 2. Providence Health Career Institute, LLC. 3. Relias 4. Agency Provider training 5. Project Harmony Child and Adult Abuse and Neglect 6. Clarkson College 7. OMNI 8. Developmental Services of Nebraska, Inc. 9. Power to Protect through the Nebraska Department of Education 10. Regional V Services/Quiz 11. Northstar 12. My Life 13. PAKS DEVELOPMENTAL SERV 14. KVC NEBRASKA 15. Creighton University 16. Goodwill 17. Mosaic Abuse, Neglect &Exploitation of People Supported	<ul style="list-style-type: none"> <li>• <i>Certificate of completion, or</i></li> <li>• <i>Training verification through previous employer</i></li> </ul>
<b>Personal Identification:</b> Valid ID indicating the provider is age 19 or older	ALL Services listed above	Please contact your local DMV if you need a State ID.	<ul style="list-style-type: none"> <li>• <i>Passport, or</i></li> <li>• <i>Driver's License, or</i></li> <li>• <i>Government issued ID Card</i></li> </ul>
<b>Education or</b>  <b>Life Experience or</b>  <b>Work Experience:</b>	Community Integration – 9845 and 5913 Independent Living – 2639 and 6722 Supported Emp – Individual – 9695 and 6435 Supported Emp-Follow Along – 2141 and 1666 Supported Family Living – 7494 and 6168 Day Supports – 8652 and 9828 Consultative Assessment – 7783* *additional requirements apply  Child Day Habilitation - 6396	<b>Choose one:</b> College Education - Bachelor's Degree in education, psychology, social work, sociology, human services, or related field Or Four years of Life Experience Or Four years of Work Experience	<ul style="list-style-type: none"> <li>• <i>Education: Copy of <b>certified</b> transcripts</i> <ul style="list-style-type: none"> <li>• <i>8 credits in the appropriate course category will =1 year of experience.</i></li> </ul> </li> <li>• <i>Life or Work Experience:</i> <ul style="list-style-type: none"> <li>• <i>Complete licensure/classification section in Maximus;</i> <i>or</i></li> <li>• <i>Receive attestation form from Maximus</i></li> </ul> </li> </ul>

<p><b>CPR/First Aid Certification:</b></p> <p>Current certification for CPR and First Aid from an accredited source, must be OSHA workplace approved and include a skills assessment. <b>An on-line only course will NOT be accepted for the CPR portion of this certification.</b></p> <p><b>The BLS (Basic Life Support) CPR/AED class does not include First Aid. You will need to take a First Aid class in addition to the BLS class.</b></p>	<p>Community Integration – 9845 and 5913 Independent Living – 2639 and 6722 Respite – Independent In Home – 8148 Respite – Independent Out Home – 9042 Supported Emp-Follow Along – 2141 and 1666 Supported Emp – Individual– 9695 and 6435 Supported Family Living – 7494 and 6168 Child Day Habilitation - 6396 Day Supports – 8652 and 9828</p> <p>Consultative Assessment – 7783 * *additional requirements apply</p>	<p><b>\$\$\$ Please contact agency for pricing information Choose one, these are good for both CPR and FA: All CPR certifications must include a skills evaluation</b></p> <ol style="list-style-type: none"> <li>1. American Heart Association</li> <li>2. American Red Cross</li> <li>3. American Red Cross Emergency Medical Responder Training</li> <li>4. National Safety Council</li> <li>5. American Safety and Health Institute</li> <li>6. Emergency Care and Safety Institute</li> <li>7. EMS Safety Services</li> <li>8. ProTraining</li> <li>9. Emergency First Response</li> <li>10. Mine Safety &amp; Health Administration</li> <li>11. American Health Association</li> <li>12. Pulse Finders</li> <li>13. American CPR Care Association (blended)</li> <li>14. New View Training, Omaha area</li> <li>15. Licensure with Public Health as an EMS/EMR/EMT/AEMT/EMT-I or Paramedic, Nurse Aide, LPN, or RN</li> </ol>	<ul style="list-style-type: none"> <li>• Photocopy of verification card</li> <li>• An on-line only course will NOT be accepted for the CPR portion of this certification.</li> </ul> <p>First Aid courses may be on-line only. Pick the one best suited to you (or the least expensive). Additional FA (only) sources include:</p> <ul style="list-style-type: none"> <li>• eCPRcertification.com</li> <li>• AHA Pediatric First Aid</li> <li>• EMS Safety Pediatric First Aid</li> <li>• National CPR Foundation First Aid</li> <li>• American Health Care Academy</li> <li>• American Academy of CPR and First Aid</li> <li>• MyCPRcertificationonline.com</li> <li>• Americanhealthtraining.com</li> <li>• Nebraska Health &amp; Safety Association</li> </ul>
<p><b>Driver's License:</b> Valid and current state-issued driver's license</p>	<p>Community Integration – 9845 and 5913 Independent Living – 2639 and 6722 Supported Family Living – 7494 and 6168 Day Supports – 8652 and 9828 Transportation – 3764</p>	<p>Please contact your local DMV if you need a Driver's license</p>	<ul style="list-style-type: none"> <li>• Photocopy of front of license</li> </ul>
<p><b>BELOW IS NOT PART OF ENROLLMENT:</b></p> <p><b>DO NOT LOAD ON MAXIMUS</b></p>			
<p><b>Habilitative Training:</b></p> <p>Training in writing habilitation programs** Training is NOT required if you have prior experience writing programs, but providers must follow the Habilitation Plan Overview</p>	<p>Community Integration – 9845 and 5913 Independent Living – 2639 &amp; 6722 Supported Emp-Follow Along – 2141 Supported Emp – Individual– 9695 and 6435 Supported Family Living – 7494 &amp; 6168 Day Supports – 8652 and 9828</p> <p>Consultative Assessment – 7783 * *additional requirements apply</p>	<p><b>FREE</b> DHHS-DDD Habilitation Plan Overview: <a href="http://dhhs.ne.gov/Guidance%20Docs/DD%20Habilitation%20Plan%20Overview.pdf">http://dhhs.ne.gov/Guidance%20Docs/DD%20Habilitation%20Plan%20Overview.pdf</a></p>	<ul style="list-style-type: none"> <li>• Photocopy verification of completion (optional) This step does NOT need to be completed for Medicaid enrollment.</li> </ul>

**Adult Protection Service/Child Abuse and Neglect (APS/CAN) Registry Checks are required annually for Independent Providers. Maximus will send the annual Central Registry completion request to the email address on record with your provider agreement. Independent provider is responsible for fee of \$5.00 for a computer screening or \$2.50 for a paper version. The paper version takes up to six weeks to complete once it is sent in correctly to DHHS-Accounting. Paper versions may be requested from Maximus. Maximus can be reached at 1-844-374-5022**

**It is very important for you to pay close attention to correspondence from Maximus in relation to required action on your behalf, specifically, completing a YEARLY APS/CAN Central Registry screening. Please pay close attention and watch for correspondence via e-mail/paper mail from your postal carrier**

**If you have questions: Please Contact the Service Coordinator or Shauna Adams at (402) 471-8716 or [Shauna.adams@nebraska.gov](mailto:Shauna.adams@nebraska.gov)**

Updated for 2/2022