



Rulemaking Meeting #7: Provider Application Process and Provider Rights

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Agenda

- Housekeeping / Common terms
- Provider Application Process
- Provider Rights
- Discussion

Housekeeping

- Please use Q&A feature to ask questions during the presentation
- Chat will open for discussion at the end of the presentation
- The recording of this webinar will be made available at <https://wacaresfund.wa.gov/rulemaking>
- Next meeting: June 12th from 2pm-4pm to discuss provider registration requirements

Purpose

- The purpose of this meeting is to hear ideas from the public about rulemaking for DSHS WA Cares rulemaking.
- Please direct program questions to WACares@dshs.wa.gov

Common terms

Department of Social and Health Services	DSHS
Employment Security Department	ESD
Health Care Authority	HCA
Long-term services and supports	LTSS
Revised Code of Washington	RCW
Washington Cares Fund / WA Cares Fund	WCF
Washington Administrative Code	WAC



Application Process

RCW 50B.04.020(3)

The department of social and health services shall:

(c) Register long-term services and supports providers that meet minimum qualifications;

(d) Discontinue the registration of long-term services and supports providers that: (i) Fail to meet the minimum qualifications applicable in law to the approved service that they provide; or (ii) violate the operational standards of the program;

Application process

- Submit complete application
- Work with DSHS or AAA to execute a WA Cares contract
- DSHS will issue a registration or a denial with appeal rights

Application requirements

- General application requirements
 - Issuing agency and valid license number for the service registration requested (e.g., AFH license, home care agency license)
 - Washington State Business License or proof of exemption
- Background check
- Business organization type (e.g., sole proprietor, non-profit corporation, limited liability partnership)
- Addresses (e.g., business, billing, facility, mailing)

Application requirements

- Taxpayer identification number (social security number or employer identification number)
- 501 (c) statement if applicable
- Certification number if business ownership is woman, minority, or veteran
- Primary contact person
- Additional persons authorized to sign contracts
- Liability insurance information

Application completion

- Online application form with required fields
 - Required minimum qualifications information
 - Background check authorization form
 - Contract information
- Attestation
 - All information is correct at time of application submission
 - Comply with all applicable statutes and rules
 - Only engage with beneficiaries when operating under fully executed contract

Application time limits

- There will be a time limit for applications to prioritize applications and complete the process
- If the time limit is not met, the application will be returned for withdrawal
- Withdrawn applications are not application denials
- Applicants may re-apply at any time



Provider Rights

RCW 50B.04.120(1)

Determinations made by the health care authority or the department of social and health services under this chapter, including determinations regarding functional eligibility or related to registration of long-term services and supports providers, are subject to appeal in accordance with chapter 34.05 RCW.

Provider Rights

- Appeals for agency actions
- Interpreter services and translated documents
- Equal access to become a provider
- Confidentiality
- Withdraw or deregister
- Application assistance
- Timely claims payment



Discussion

Discussion

- What are preferred ways to submit information to another entity?

Discussion

- What do you think is a reasonable application approval timeline? Why do you think that?

Discussion

- What made an experience you had with an application process simple and accessible?
- What do you think is important for an application process to be considered simple and accessible?

Discussion

- What do you think should be considered for an application process for provider registration?

Discussion

- What kind of questions may come up for a provider trying to complete the application process?

Discussion

- What provider rights should be considered for rulemaking?

Resources

- DSHS website: <https://wacaresfund.wa.gov/rulemaking>
- ESD website: <https://esd.wa.gov/newsroom/rulemaking/ltss>
- HCA website: <https://www.hca.wa.gov/about-hca/rulemaking>
- Questions related to the WA Cares program, please email WACares@dshs.wa.gov



Thank you!

We look forward to continuing this discussion in upcoming meetings

Questions about the WA Cares Fund rulemaking process?

Contact Arielle Finney at Arielle.Finney2@dshs.wa.gov

Questions about the WA Cares Fund program?

Contact the WA Cares Fund Customer Care Team at WACares@dshs.wa.gov