

Aging and People with Disabilities

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Number: APD-IM-15-022

Issue date: 3/27/2015

Topic: Long Term Care

Subject: Long Term Care Community Nursing Services Program

Applies to (check all that apply):

- | | |
|--|---|
| <input type="checkbox"/> All DHS employees
<input checked="" type="checkbox"/> Area Agencies on Aging
<input checked="" type="checkbox"/> Aging and People with Disabilities
<input type="checkbox"/> Children, Adults and Families | <input type="checkbox"/> County DD Program Managers
<input type="checkbox"/> County Mental Health Directors
<input type="checkbox"/> Health Services
<input checked="" type="checkbox"/> Other (please specify): ODDS Brokerages |
|--|---|

Message:

All Self-Employed Long Term Care Community Nurses (LTCCN) have contracts ending June 30, 2015. A requirement of the LTCCN contract is to complete a background check through the DHS Background Check Unit (BCU). Self-employed contractors were notified March 27, 2015, that they must go to a local APD/AAA office to complete this process.

Any qualified entity designee (QED) staff in the APD/AAA Office may initiate the check utilizing the background check methodology through CRIMS (as you would for any other provider such as HCW). Use APD Paid 443.004 for nurses providing APD services, for nurses providing DD services, use DD Paid 443.004 application type. If the contractor serves both populations, select the most appropriate for that contractor.

QEDs will receive the results of the approved CRIM checks and will be directed to provide a copy to the nurse.

If you have any questions about this information, contact:

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