

Community Care Services Program (CCSP) Potential Provider Information

I. Eligibility Requirements for being a CCSP Provider

Any provider agency applying to be a CCSP Medicaid Provider must meet the following criteria:

- a. Provider agency must have the legal right to conduct business in the State of Georgia (i.e., current business license or other proof of legal authorization)
- b. Must have a current, non-restrictive license (for CCSP services ALS-G, HDS, PSS) issued by the Georgia Department of Community Health, Healthcare Facility Regulation Division (HFR)
- c. Must maintain business premises in Georgia that are appropriate to conduct CCSP business
- d. Must have been in business in the service for which application is being made a minimum of 12 consecutive months prior to making application.
- e. Must attend *CCSP Provider Pre-Enrollment Training* and *New Provider Training* prior to CCSP Medicaid enrollment. Participation in both trainings is **by DAS CCSP invitation only**.
- f. The DAS CCSP state office must receive both completed applications (*Department of Community Health Medicaid Provider Enrollment Application* and the *CCSP Medicaid Provider Enrollment Application*).
- g. In order for a provider to be issued a CCSP Medicaid number, both DAS CCSP and DCH must approve the provider application.
- h. If applicable, the provider agency must have a satisfactory site visit (ADH, ALS-G).

NOTE: Enrollment in the CCSP does not guarantee client referrals. CCSP clients always have choice of providers.

II. CCSP Provider Agency Enrollment Application Process

- a. **Pre-Enrollment CCSP Provider Technical Assistance Training** <http://www.aging.dhr.georgia.gov>
Select Programs, CCSP. Under Publications, download the *CCSP Provider Pre-Enrollment and Registration Form*. Mail it, a copy of the current, non-restricted license issued by HFR (PSS, HDS, and ALS-G applicants), and enclose a check or money order for \$25.00 per person (limit two people per agency), payable to:

DAS Healthy Aging Training Trust Fund:
Georgia Department of Human Services
Division of Aging Services/CCSP
Two Peachtree Street, NW, Suite 9.405
Atlanta, Georgia 30303-3142

Provider participation is on a first come, first served basis, and is by DAS CCSP invitation only.

- b. **CCSP Medicaid Provider Enrollment Application**
The CCSP provider agency Medicaid application is distributed at the CCSP Pre-Enrollment Training. When completed, it must be mailed to the DAS CCSP state office.
- c. **DCH Medicaid Provider Enrollment Application**
The DCH Medicaid application is distributed at the CCSP Pre-Enrollment Training. NOTE: The completed DCH Medicaid application must also be mailed to the DAS CCSP state office. (For information only, the Medicaid application is also on the DCH website: <http://www.mmis.georgia.gov/portal> Select Provider/Enrollment Wizard. Scroll to Enrollment Package at bottom of page.

III. DCH Medicaid Provider Manuals & CCSP Medicaid Manuals

The Medicaid HP (DCH /DMA) website houses all CCSP provider program and service policy and procedure manuals: <http://www.mmis.georgia.gov/portal> NOTE: These manuals may be revised every SFY Quarter (July 1, October 1, January 1, and March 1).

Select Provider Information tab, Medicaid Provider Manuals. Review /download:

- *Part I Policies & Procedures for Medicaid/ Peachtree for Kids*
- *CCSP General Manual*
- *CCSP service specific manual(s).*

CCSP State Provider Specialists

Ruth Davis 404-657-5309 Central Savannah River Area Agency on Aging
Heart of GA Altamaha Area Agency on Aging
Middle GA Area Agency on Aging
Northwest GA Area Agency on Aging
River Valley Area Agency on Aging
SOWEGA Area Agency on Aging

James Woodruff 404-657-5305 Atlanta Regional Area Agency on Aging
Coastal GA Area Agency on Aging
Legacy Link Area Agency on Aging
Northeast GA Area Agency on Aging
Southern Crescent Area Agency on Aging
Southern Georgia Area Agency on Aging

Medicaid – Other Contacts

State License or Permit Information or General DCH /Medicaid Questions

DCH Healthcare Facility Regulation Division 404-651-9976

DCH - CCSP Medicaid (waiver for aged and disabled)

Alice Hogan 404-657-5463 ahogan@dch.ga.gov

DCH – SOURCE (State Plan aged and disabled high aquity case management)

Alice Hogan 404-657-5463 ahogan@dch.ga.gov

Personal Care Home (PCH):

General Information 404-657-4076 [In the CCSP, the service is called ALS-F, or ALS-G]

Questions about Private Home Care Providers (PHC) or Home Health

General Information 404-657-5550 [In the CCSP, the service is called PSS, or HDS]

Long-Term Care Section 404-657-5850

Complaint Intake 800-878-6442 or 404-657-5726 and 5728 <http://www.dch.georgia.gov>

DCH - Other Medicaid Waiver Programs

- **ICWP** (waiver for physical disabilities) Alice Hogan 404-657-5463
- **NOW/COMP** (waiver for developmentally disabled) Marilyn Ellis 404-651-9174