

**PROVIDER MINIMUM QUALIFICATIONS**

	<b>Support Categories</b>	<p align="center"><b>Principal of the Entity</b> (Connecticut Administrator if an out of state corporation)</p> <p><b>Resume or summary of qualifications must include the following:</b></p> <ol style="list-style-type: none"> <li><b>Name of employer(s)</b></li> <li><b>Dates of employment</b></li> <li><b>Detailed <u>supervisory/administrative</u> experience including programs and population served. See specific requirements below.</b></li> </ol>	<p align="center"><b>Executive Management Team</b></p> <p><b>Resume or summary of qualifications must include the following:</b></p> <ol style="list-style-type: none"> <li><b>Name of employer(s)</b></li> <li><b>Dates of employment</b></li> <li><b>Detailed <u>supervisory/direct care</u> experience including programs and population served. See specific requirements below.</b></li> </ol>
<b>FAMILY SUPPORTS</b>	Personal Support Companion Supports (Adult Companion) Respite Individualized Day Transportation Blended Supports	One (1) year experience <u>supervising</u> staff providing supports to individuals with intellectual disabilities or behavioral or mental health expertise.	At least one (1) staff member of the Executive Management Team with one (1) year experience <u>supervising</u> staff providing supports to individuals with intellectual disabilities or behavioral or mental health expertise.
<b>IHS</b>	INDIVIDUALIZED HOME SUPPORTS (IHS)	One (1) year experience <u>supervising</u> staff providing supports to individuals with intellectual disabilities or behavioral or mental health expertise	At least one (1) staff member of the Executive Management Team with one (1) year experience <u>supervising</u> staff providing supports to individuals with intellectual disabilities or behavioral or mental health expertise.
<b>DAY PROGRAMS</b>	Customized Employment Supports Group Day (DSO) Individualized Supported Employment Group Supported Employment Prevocational Services Senior Supports Transitional Employment Supports	One (1) year experience in an <u>administrative capacity</u> for an organization that provided <b>day supports</b> to individuals with intellectual disabilities. Include detailed <u>administrative</u> experience running day programs including programs and population served.  <b>For Customized Employment Supports</b> only, Customized Employment Services can only be provided by staff members with an active certification for the component in which they are providing. Customized Employment is comprised of three primary components: i. Job Discovery ii. Job Development & Negotiation and Placement iii. Post-Employment Supports  Qualified provider agencies can choose to offer one or all components if they have a staff member with an active certification for the component of Customized Employment that will be provided.	At least one (1) staff member of the Executive Management Team with two (2) years' experience providing <b>individual day, group day and/or individual supported employment supports</b> to individuals with intellectual disabilities. <i>One (1) year may be substituted for one (1) year of experience providing supports to individuals with behavioral or mental health expertise.</i>
<b>RESIDENTIAL SUPPORTS</b>	Community Living Arrangement (CLA) Community Companion Home (CCH) Continuous Residential Service (CRS) Live-in Caregiver Overnight Respite Facility Shared Living	One (1) year of experience in an <u>administrative capacity</u> for an organization that provides or provided <b>24-hour residential settings</b> to individuals residing in a CLA, CRS, CTH or a similar setting <u>and</u> must be knowledgeable of the nature, needs, development and management of programs for individuals with intellectual disabilities. Include detailed <u>administrative</u> experience in a <b>24-hour residential setting</b> including programs and population served. <i>Note: For CCH, sample Home Study must be submitted.</i>	At least two (2) staff members of the Executive Management Team with three (3) years' experience providing <b>residential supports</b> to individuals with intellectual disabilities. Two (2) years may be substituted for two (2) years of experience providing supports to individuals with behavioral or mental health expertise.
<b>VIRTUAL SUPPORTS</b>	Remote Support Services	<p><b>Virtual Support Partner</b> (unpaid natural supports do not require qualification by DDS)</p> <ol style="list-style-type: none"> <li>Three years' experience working with people with Intellectual Disability involving the development, review and/or implementation of elements in an individual's plan of care. One year of the experience must have involved supervision of virtual support staff OR responsibility for developing, implementing, and evaluating individualized remote supports for people with Intellectual Disability or in a related field.</li> </ol> <p>AND</p> <ol style="list-style-type: none"> <li>The provision of supports by staff at a remote location who are engaged with the individual through technology/devices with the capability for live two-way communication. Equipment used to meet this requirement must include live video feed and/or live audio feed. One or more of the following systems may be required based on the needs of the individual(s): motion sensing system, radio frequency identification, GPS tracking, web-based monitoring system, or a device that otherwise meets the needs of the individual(s)</li> </ol> <p><b>On-Call Backup Entity</b>                      The on-call service is the backup agency that receives a notification from the virtual support partner or from the remote technology directly that an in-person staff intervention is necessary. The on-call back up entity will then contact the corresponding staff to provide the in-person support.</p> <ol style="list-style-type: none"> <li>Current qualified provider of Individualized Home Support Services</li> </ol> <p>OR</p> <p>Three years' experience working with people with Intellectual Disability involving participation in an interdisciplinary team process and the development, review and/or implementation of elements in an individual's plan of care. One year of the experience must have involved supervision of direct care staff in OR responsibility for developing, implementing and evaluating individualized supports for people with Intellectual Disability in the areas of behavior, education or rehabilitation.</p>	<p>At least one (1) staff member of the Executive Management Team with one (1) year experience supervising staff providing virtual supports to individuals with intellectual disabilities or in a related field.</p> <p>At least one (1) staff member of the Executive Management Team with one (1) year experience supervising staff providing supports to individuals with intellectual disabilities or in a related field.</p>

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	<b>Support Categories</b>	<p><b>Resume or summary of qualifications must include the following:</b></p> <p>4. <b>Name of employer(s)</b></p> <p>5. <b>Dates of employment</b></p> <p><b>Detailed supervisory/administrative experience including programs and population served. See specific requirements below.</b></p>
<b>CONSULTANT SERVICES</b>	<p>Healthcare Coordination</p> <p>Providers Subcontracting for Nursing Supports</p> <p>Behavioral Support Services PBS ABA</p> <p>Interpreter</p> <p>Nutrition</p>	<p><b>Healthcare Coordination</b> – A Registered Nurse (RN) licensed in the State of Connecticut with at least two (2) years of nursing experience <u>and</u> relevant experience with people served by DDS or individuals with behavioral health needs.</p> <p><b>Agencies Subcontracting with Nurse Consultant Firms for Nursing Services</b> – One (1) year of experience in an administrative capacity for an organization that provides or provided nursing supports and must be knowledgeable of the nature, needs, development and management of programs for individuals with intellectual disabilities. Include detailed administrative experience in nursing programs including programs and population served. See <a href="#">Qualifications for Agencies to Subcontract for Nursing Services.pdf</a></p> <p><b>For nursing services</b> – A Registered Nurse (RN) licensed in the State of Connecticut with at least one (1) year of professional nursing experience AND one (1) year of RN experience working with individuals diagnosed with intellectual/developmental disability (IDD). If less than one (1) year of IDD experience, then RN should be assigned an experienced RN to collaborate with as a nurse mentor for one (1) year.</p> <p>OR</p> <p>A Licensed Practical Nurse (LPN) licensed in the State of Connecticut working under the direct supervision of an RN who has at least one (1) year of professional nursing experience working with individuals diagnosed with IDD.</p> <p><b>PBS</b> – Board Certified Behavior Analyst (BCBA) or (Doctoral Degree and current licensure in psychology) or (Master’s degree in psychology, special education, social work or a related field (Proof of licensure for Licensed Clinical Social Worker, Marriage and Family Therapist or Professional Counselor). Must include two (2) behavioral support plans.</p> <p><b>ABA</b> – Board Certified Behavior Analyst (BCBA) or (Doctoral Degree and current licensure in psychology) or (Master’s degree in special education and current teacher certification). No work samples are required to be submitted.</p> <p><b>Interpreter</b> – Certified by National Association of the Deaf or National registry of Interpreters for the Deaf <u>and</u> must be registered with the Commission on the Deaf and Hearing Impaired.</p> <p><b>Nutrition</b> – Dietitian/Nutrition Licensure</p>
<b>OTHER SERVICES</b>	<p>Transportation (Transportation Co.)</p> <p>Adult Day Health</p> <p>Camp</p> <p>Parenting Support</p> <p>Peer Support</p> <p>Independent Support Broker</p> <p>Assisted Living</p> <p>Assistive Technology</p>	<p><b>Transportation</b> – Valid CT driver’s license, Criminal Background Check.</p> <p><b>Adult Day Health</b> – Adult Day Health Service providers approved by the Department of Social Services (valid CAADC certificate)</p> <p><b>Camp</b> – Camp license/certificate</p> <p><b>Parenting Support</b> – Bachelor’s Level Degree in Human Services or related field supporting individuals with intellectual/developmental disabilities: Social Work, Education, Psychology, Child Development, or Rehabilitation, <u>and</u> three (3) years’ experience working with individuals with intellectual/developmental disabilities <u>and</u> three (3) years’ experience working with families and children (Birth to 18 years old).</p> <p><b>Peer Support</b> – Be at least 21 years old, Possess a high school diploma (or GED or related document such as a certificate of completion) <u>and</u> two 2 years personal experience in at least one of the related areas (How to manage the participants home, How to manage self-direction of supports, How to find a job or maintain a job, How to advance in chosen career, How to access the community and build community supports) and Possess a valid email address.)</p> <p><b>Independent Support Broker</b> – Five years’ experience in working with people with Intellectual Disability involving participation in an interdisciplinary team process and the development, review and/or implementation of elements in an individual’s plan of care. One year of the experience must have involved supervision of direct care staff in OR responsibility for developing, implementing and evaluating individualized supports for people with Intellectual Disability in the areas of behavior, education or rehabilitation.</p> <p><b>Assisted Living</b> – The Assisted living Service Provider (ALSA) is licensed by the CT Department of Public Health in accordance with chapter 368v. Regulations regarding a Managed Residential Community and the ALSA are found in Regulations of the State of CT agencies in 19-13-D104 and 19-13-D105.</p> <p><b>Assistive Technology</b> – Can be any one of the following entities:</p> <ul style="list-style-type: none"> <li>• Pharmacies: CT Dept. of Consumer Protection Pharmacy Practice Act: Regulations Concerning Practice of Pharmacy Section 20-175-4-6-7.</li> <li>• Medicaid provider status for assistive technology and supplies or agency that obtains Medicaid performing provider status</li> <li>• Independent Contractors approved to provide services within CT must meet this criteria; <ul style="list-style-type: none"> <li>▪ Submit W-9</li> <li>▪ Provider Agreement</li> <li>▪ Certificate of Insurance</li> <li>▪ Proof of Licensure</li> <li>▪ Additional info maybe required such as a permit</li> </ul> </li> </ul>