



Service Declaration: Day Habilitation Services

Agency

Name of provider agency: _____ Medicaid Provider #: _____

Program Administrator for Day Habilitation Services

Name: _____

Telephone #: _____ Fax #: _____

Cell #: _____ E-mail: _____

Programs and Services

The day habilitation services described in 7 AAC 130.260 will be offered to recipients as:

Site-based services

Community-based services

Waiver Programs: Select each waiver program the agency intends to serve:

APDD: Adults with Physical and Developmental Disabilities

CCMC: Children with Complex Medical Conditions

IDD: Individuals with Intellectual and Developmental Disabilities

ISW: Individualized Supports Waiver

Required Attachments: Provider Operations

Review the SDS certification website for instruction and content requirements.

<http://dhss.alaska.gov/dsds/Documents/docs/WaiverCertAppGuidance.pdf>

Initial Applications: All of the following policies and procedures must be enclosed.

Renewal Applications: Submit only Policies and Procedures if they have been updated since the last certification or due to a change in regulation

Operations Manual: The following policies and procedures required for certification are enclosed:

Policy Assurances Form (Cert-37)

Person-Centered Practice

Background Check

Quality Improvement

Critical incident report

Restrictive Intervention

Financial Accountability

Termination of Provider Services

Independence and Inclusion

Training

Medication Management

The following required forms are enclosed:

Notice of appointment or Change of Program Administrator (Cert-04) (initial or change only)

Site-based services only:

Physical address: _____

Building or use permit (initial or change only)

Census area to be served

Check box for each location in which services will be offered.

Aleutians East	Haines	Mat-Su	Southeast Fairbanks
Aleutians West	Hoonah/Angoon	Nome	Valdez/Cordova
Anchorage	Juneau	North Slope	Wrangell
Bethel	Kenai	Northwest Arctic	Yakutat
Bristol Bay	Ketchikan Gateway	Petersburg	Yukon-Koyukuk
Denali	Kodiak Island	Prince of Wales/Hyder	
Dillingham	Kusilivak	Sitka	
Fairbanks North Star	Lake and Peninsula	Skagway	

Provider Assurances

I affirm that the provider agency will comply with the day habilitation services regulations, 7AAC 130.260, and the Day Habilitation Services Conditions of Participation; and all applicable federal, state, and local laws and regulations. I certify that the information offered in the attachments required for certification is true, accurate, and complete.

Owner/Administrator/Director signature

Print Name

Title

Date