

### **STEP 1: Meeting MSDH Standards**

To qualify to provide services for the AL waiver an agency will need to be licensed by the Mississippi State Department of Health. Information on obtaining licensing can be found here:

[https://msdh.ms.gov/msdhsite/\\_static/resources/341.pdf](https://msdh.ms.gov/msdhsite/_static/resources/341.pdf)

### **STEP 2: Meeting DOM Standards**

For full details on DOM Standards, review the Quality Assurance Standards (QAS) for the Assisted Living Waiver. These documents can be found on the HCBS Waiver Providers Webpage.

It is also very important to review the requirements in the current Administrative Codes, linked below.

[Administrative Code \(ms.gov\)](#) Part 200, General Provider Information

[Administrative Code \(ms.gov\)](#) Part 208 Home & Community Based Services (HCBS), Long Term Care

### **STEP 3: Proposal Submission**

Your agency must submit a proposal, along with the AL Self-Assessment Survey and documentation that shows the agency meets all the requirements presented in the QAS and Administrative Codes.

Please note, if the proposal is denied, it will not be returned so it is important to keep copies of all documents.

If the proposal is approved, a site visit will be scheduled to view the facility.

If the facility passes the site review, an approval letter will be sent with instructions to continue to step 4.

### **STEP 4: Provider Enrollment Application**

The final step is to submit an application for Provider Enrollment to Conduent. Be advised, this step may take a while, so patience is appreciated. They may request additional information from your agency be submitted to them. Once Conduent has finished their credentialing process, the application will be forwarded to Provider Enrollment processing.

If you have any questions, please reach out to the Office of Long Term Care by emailing [HCBSProviders@medicaid.ms.gov](mailto:HCBSProviders@medicaid.ms.gov)

Thank you for your interest in providing services for AL Waiver participants.