



## PA/Employee Application Request

To enroll in the KS UnitedHealthcare program:

Providers can fill out this form and fax it back to the KS WORK program, through Public Partnerships LLC (PPL) at 1-855-344-5443.

This application request form must be completed when a NEW Personal Assistant (PA) is applying to work for a member or if an EXISTING PA is applying to work for a new or additional member. All Providers must include a street address (IRS requirement for physical address) and a mailing address where paychecks will be mailed. Please enter all information and submit the completed form by fax, email, or mail.

Employee Information			
First Name:		Middle Initial:	Last Name:
Maiden Name:		Date of Birth:	Social Security Number:
Street Address (physical address, no P.O. Box):		City:	State: Zip Code:
Phone Number:	Alternate Phone Number:	Email Address:	Marital Status: <input type="checkbox"/> Single <input type="checkbox"/> Married
Mailing Address:		City:	State: Zip Code:
Participant/Employer Information			
First Name:		Last Name:	Participant ID:
Street Address (physical address, no P.O. Box)		City:	State: Zip Code:
Will Provider require a Criminal Background Check? <input type="checkbox"/> Yes (fee paid by participant) <input type="checkbox"/> No		Email Address:	
Relationship the PA is to the Participant:		Services Provided:	
Employer Phone Number:		Employer Email Address:	
Common Services Provided			
Service Code	Service Description	Service Code	Service Description
ADL	Activities of Daily Living	MONITOR	Emergency Monitoring
COLEAVE	Sick or vacation leave	MONITORINS	Emergency Monitoring Install
EMPSUPPORT	Employment Related Support	OTHER	Other
IADL	Instrumental Activities	SNOWMOW	Snow removal or mowing service
HOUSEKEEP	Housekeeping service	TRANSPORT	Transportation service
MEALS	Meal Service	WORKSUPPORT	Employment support

**Send form to the KS WORK program, through PPL via fax, email, or mail**

<b>Fax*</b> 1-855-344-5443  <b>*FOR FASTEST PROCESSING, EMAIL OR FAX FORMS</b>	<b>Email*</b> pplks-unitedhealthcare@pcgus.com	<b>Mail</b> KS WORK UHC Public Partnerships LLC One Cabot Road, Ste. 102 Medford, MA 02155
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