



Required Credentialing Requirement(s)

Workers providing services in the Participant Directed Option are required to fill out and return all relevant tax and program agreements included in the DSW Enrollment packet.

Required Credentials

All prospective workers who intend to provide **Adult Companion Care, Attendant Nursing Care, Homemaker, Personal Care Services, Intermittent-Skilled Nursing** are required to send in the following documentation to Public Partnerships LLC (PPL):

- **Complete** IRS Withholding **Form W-4**
- **Complete** HCSIS Employment Verification **Form I-9**
- **Complete** Employment Information & Attestation Form
- **Pass** a Level 2 Background Check

Case managers may determine that it is appropriate that a worker provides proof of completed First Aid/CPR to PPL. If a case manager makes this determination proof of First Aid/CPR must be provided before the worker can begin work.

All prospective workers who intend to provide **Intermittent-Skilled Nursing** services are **additionally** required to send in the following documentation to PPL:

- Proof of current Registered Nursing License; in accordance with Chapter 464, F.S.
or
- Proof of current Licensed Practical Nursing License; in accordance with Chapter 464, F.S.

PPL will track the expiration dates of all documentation and certification. A provider will be required to stay up to date with all training requirements to provide services.

Where to Send Training or Certification Documentation:

Please send all training documentation to PPL via toll-free fax **1-855-879-7816** or via mail to **Public Partnerships LLC, Attn: FCC PDO Program, 1 Cabot Road, Suite 102, Medford, MA 02155**