

BCW Contract Outline Requirements

Complete Fee-for-Service Medicaid enrollment

(BCBA, Licensed Professional Counselor, Occupational Therapist, Physical Therapist, Psychologist, Social Worker, Speech Language Pathologist) must enroll in the Georgia Fee-for-Service (FFS) Medicaid/FFS PeachCare for Kids Program, pursuant to the Georgia Department of Community Health policies and procedures. Enrollment shall be completed through the Georgia Medical Management Information System (GAMMIS)
<https://www.mmis.georgia.gov/portal/PubAccessEnrollment/EnrollmentApplication/tabid/66/Default.aspx>

(Service Coordinators) must submit an application for the Early Intervention Case Management Program, also known as EIS, for FFS Medicaid/FFS PeachCare for Kids within 30 calendar days of the Effective Date of the Agreement or the Participation Agreement). Enrollment shall be completed through the Georgia Medical Management Information System (GAMMIS)
<https://www.mmis.georgia.gov/portal/PubAccessEnrollment/EnrollmentApplication/tabid/66/Default.aspx>. Service Coordinators shall not be assigned children under FFS Medicaid/FFS PeachCare for Kids until they are enrolled.

Complete CMO enrollment

(BCBAs, Occupational Therapists, Physical Therapist, Psychologist, Speech Language Pathologist) must apply and enroll in two (2) or more CMOs serving Georgia within 60 calendar days of the Effective Date of the Agreement or the Participation Agreement and remain enrolled for the duration of the Agreement. Contractor must contact local EIC if authorization with CMO is delayed and provide documentation of Due Diligence in obtaining enrollment.

Criminal History Check and Background Screening – All Contractors (except Psychologist)

BCW Background Check

Complete a national fingerprint-based criminal history record check and obtained a satisfactory determination through the Georgia Department of Public Health’s Office of Inspector General (OIG) prior to Agreement execution and providing services to children. Returning contractors must renew the national fingerprint-based criminal history check **annually** through the Georgia Department of Public Health’s Office of Inspector General prior to expiration of the previous year’s criminal history record check on record.

DECAL Background Check

Contractor also certifies that he/she has satisfied the Georgia Department of Early Care and Learning (DECAL) background screening requirements for providers entering a child care facility and has provided proof of the satisfactory determination as requested by the department prior to agreement execution and upon expiration of the background check every five (5) years afterwards. DECAL requires additional screenings, including screening for Child Abuse and Neglect (CAN) reports, of the sex offender registry, and of nationwide state registries for persons who have lived outside of Georgia five (5) years prior to the date of the screening.

The Contractor is solely responsible for all costs associated with obtaining the criminal history record checks and background screenings except for those costs that are covered by a grant(s) awarded for this purpose.

Mandatory Trainings

All Contractors	
(COS) Child Outcome Summary	All - except Psychologist, Translators, Interpreters

Mandated Reporter	All - except Psychologist
Cultural Diversity	All
Coaching Course	All – except Psychologist, Translators, Interpreters
Natural Learning Environment Course	All - except Psychologist, Translators, Interpreters
Sexual Harassment Training	All

Insurance Requirements

Automobile Liability – All Contractors

If Contractor has more than ten (10) employees:
 Combined Single Limit \$1,000,000.00

If Contractor is a sole proprietor or a small business with ten (10) or fewer employees:

- a) Bodily Injury Liability - \$100, 000 per person and \$300,000 per accident
- b) Property Damage Liability - \$100,000 per accident
- c) Uninsured Motorist Bodily Injury - \$100,000 per person and \$300,000 per accident

Professional Liability (malpractice) – All Contractors (Except Interpreters and Translators)

A minimum of \$1,000,000.00 per claim and a minimum of \$3,000,000.00 in the aggregate. Some places where a Service Coordinator (SC) or Special Instructor (SI) might obtain coverage:

- Savers Property & Casualty Insurance Company, 1-800-821-7303 or 800-351-1411 (**Note:** They would need to know you are a private, contracted provider with Babies Can't Wait. Some are listed as Private Educators Professional Liability. They require you to be a member of a professional organization on their list.)
- Healthcare Providers Service Organization (HPSO), 1-800-375-2764
- CPH & Associates 312-987-9823
- Mercer Health & Benefits Administration, 1-800-375-2764