

CARE 3 PROVIDER ELIGIBILITY AND APPLICATION PROCESS

Provider Approval Process

To participate in the CARE program, an organization/entity must submit an application and be approved by ADP. The applications are available on the CARE website.

ADP has exclusive rights to determine a provider's eligibility to participate in the CARE network based on licensure or certification in good standing, history of licensing or certification complaints or enforcement action, appropriateness of services, staff training and qualifications, evidence of staff and organizational competency, interviews with the organization or entity staff, and other knowledge of significance unique to the individual provider, including performance with CARE requirements. Falsifying or misleading information, misrepresenting qualifications or credentials, or omitting relevant material facts on an application will result in the application being rejected.

Applications Currently Being Accepted

ADP is currently accepting applications for the following types of providers:

- Outpatient treatment - New organizations can apply to serve service members/veterans.
- Recovery Support – New organizations can apply and CARE 2 providers can expand to provide recovery support for both youth and service members/veterans at currently approved locations.

Eligibility Requirements for New Providers

The eligibility requirements are described below:

Outpatient Treatment Provider – Serving Service Members and Veterans

- The organization must be certified by ADP as a Drug Medi-Cal provider and/or as meeting the *AOD Treatment Program Standards*;
- The organization must have been providing AOD treatment services to service members and/or veterans for at least 3 years; OR
- The organization must have been providing AOD treatment and recovery, mental health, or other behavioral health services for at least one year and employ a program director or clinical supervisor who is an AOD counselor certified by one of the certification organizations approved by ADP, pursuant to the Counselor Certification Regulations and who has at least 3 years experience providing AOD treatment services to service members and veterans.
- The organization must utilize staff qualified by training and/or education to provide services to service members and veterans.

Recovery Support Provider

- The organization must be registered as a business with the California Secretary of State's Office and be in good standing;
- The organization must obtain and maintain all required occupancy and zoning permits;
- The organization must have documented policies/procedures that address at least:
 - ✓ the organization's purpose and philosophy;
 - ✓ standards of conduct for all staff and volunteers, including roles, boundaries, supervision, conflict of interest, and training; and
 - ✓ client rights and grievance procedures.
- The organization must have a governing body (e.g., a board of directors) that meets according to their bylaws to provide fiscal planning and oversight, ensure quality improvement in service delivery, establish policies to guide operations, ensure responsiveness to the community and individuals being served, and delegate operational management to a program manager in order to effectively operate its services.
- The organization must utilize fiscal management policies, procedures, and practices consistent with generally accepted accounting principles and applicable state and federal laws and regulations;
- The organization must have a risk management strategy that includes adequate insurance to cover risks;
- The organization must have at least one year of experience providing the same type of services to the targeted population (youth and/or service members and veterans).
- The organization must utilize staff qualified by training and/or education to provide services to the targeted population (youth and/or service members and veterans).