

PRAIRIE RIDGE CDDO

Policy Number: 4

Regarding: Affiliation Agreement

Effective Date: April 4, 2002

Revised Date: March 13, 2008; March 26, 2009; July 1, 2017; July 1, 2018; April 25, 2019

Policy

The CDDO actively promotes the development of effective and efficient community services which achieve satisfaction of the persons served and their families/guardians. The CDDO will affiliate with any requesting entity to provide services to eligible individuals if the requesting entity meets the qualifications for and abides by the procedures applicable for affiliation in the CDDO's service area.

Procedure

- I. Any community service provider (CSP) that wishes to affiliate with the CDDO must complete the affiliate application and provide required documentation. The request will include the specific services to be provided through affiliation with the CDDO. The CSP must furnish to the CDDO the required documentation for affiliation. Upon receipt of the required documentation and properly completed and signed affiliation agreement by both parties, the affiliate may commence providing services as specified within the agreement.
- II. Affiliates may set capacity at any time but may only modify capacity once a year. Affiliates may designate to serve specific counties. Affiliates must notify the CDDO and complete Addendum A of the Affiliation Agreement.
- III. The CDDO will not affiliate with any Community Service Provider:
 - A. which refuses to accept a reimbursement rate for services provided that is at least equal to that established by the Secretary of KDADS to apply to the CDDO or as agreed to in the affiliation agreement with the CDDO.
 - B. which has established a pattern of failing or refusing to abide by the CDDO's service area procedures according to or failing to comply with its affiliation agreement. K.A.R. 30-64-21;
 - C. for which the CDDO has demonstrated to the satisfaction of the Secretary of KDADS that such an affiliation would seriously jeopardize the CDDO's ability to fulfill its responsibilities under the DD Reform Rules and Regulations, or its CDDO contract with the Secretary of KDADS.
- IV. The CDDO Board of Directors will be kept informed of all current affiliation agreements.