Addendum Cover Letter

STATE OF NEW JERSEY
DEPARTMENT OF HUMAN SERVICES
DIVISION OF MEDICAL ASSISTANCE AND HEALTH SERVICES

Dear Provider:

Your request for a Provider Specific Enrollment Packet has been received and documented. Please complete the forms and make sure all questions are answered; where not applicable, just enter N/A. Otherwise, there will be a delay in the enrollment process.

Other attachments required for your provider type are listed on the preceding page.

Your promptly completed enrollment packet will ensure a speedy enrollment process. If you have not received any correspondence within a month, please write to:

Provider Enrollment
Gainwell Technologies
P.O. Box 4804
Trenton, NJ 08650

Provider Enrollment Unit
609-588-6036

APPLIED BEHAVIOR ANALYSIS (ABA) TREATMENT PROVIDER ADDENDUM

For Fiscal Agent Internal Use Only

Provider Name: _____ Provider ID #: _____

Doc Type: **CHNGREQ** Provider Type: _____ Provider Specialty: _____

State of New Jersey
DEPARTMENT OF HUMAN SERVICES
Division of Medical Assistance and Health Services

APPLIED BEHAVIOR ANALYSIS (ABA) TREATMENT PROVIDER ADDENDUM

(FOR COMPLETION BY ONLY THOSE PROVIDERS CURRENTLY ENROLLED IN THE NJ FAMILYCARE MEDICAID FEE-FOR-SERVICE PROGRAM)

Billing Provider Name	Billing Provider ID	Billing Provider NPI Number	
	ABA Agency		
Legal Name	**Professional Title**	**SSN/TIN**	**DOB**
Medicare Provider No. (If applicable)		**UPIN No. (if applicable)**	

CONFIRMATION OF APPLIED BEHAVIOR ANALYSIS TREATMENT PROVIDER QUALIFICATIONS

Applied Behavior Analysis Treatment Provider Qualification/Credentialing Requirements are Listed Below

Provider Specialty	Education Qualifications	Credentialing Requirements (Copy of BACB Certificate Required)	Attestation Requirement (Completion of the Attached Attestation Form is Required)
Board Certified Behavior Analyst - Doctoral (BCBA-D)	Doctorate degree in psychology, special education, guidance and counseling, social work or a related field	Behavior Analyst Certification Board (BACB) Certificate, doctoral level	At least one year of experience in developing and implementing behavior support plans for individuals who have intellectual/developmental disabilities.
Board Certified Behavior Analyst (BCBA)*	Master level degree in psychology, special education, guidance and counseling, social work or a related field.	Behavior Analyst Certification Board (BACB) Certificate, graduate level	At least one (1) year of experience in developing and implementing behavior support plans for individuals who have intellectual/developmental disabilities.
Board Certified Assistant Behavior Analyst (BCaBA)	Bachelor's level degree in psychology, special education, guidance and counseling, or social work.	Behavior Analyst Certification Board (BACB) Certificate, undergraduate level	At least one (1) year of post-graduate experience in developing and implementing behavior support plans for individuals who have intellectual/developmental disabilities.

APPLIED BEHAVIOR ANALYSIS (ABA) TREATMENT PROVIDER ADDENDUM

Behavior Technician (BT) or Registered Behavior Technician (RBT)	Bachelor's degree in psychology, special education, guidance and counseling, social work or a related field; or a high school diploma or GED; or be an RBT.	Behavior Analyst Certification Board (BACB) Certificate (if applicable)	For a bachelor's degree, at least one (1) year of supervised experience in implementing behavior support plans for individuals who have intellectual/developmental disabilities. For a high school diploma or GED, at least three (3) years of supervised experience in implementing behavior support plans for individuals who have an intellectual/developmental disabilities. Or be a Registered Behavior Technician (RBT) certified by the Behavior Analyst Certification Board (BACB).

*Also psychologists with training in Applied Behavior Analysis treatment

List the names, SSA Number, Date of Birth, National Provider Identifier (NPI), BACB Certification Number and Degree(s) for all Applied Behavior Analysis treatment staff in the organization directly involved with the delivery of Medicaid services and/or the processing of claims. If more space is needed, attach additional sheets.

Name	SSA Number	Date of Birth	NPI	Certification Number	Provider Specialty*

***Provider Specialty (e.g. BCBA-D, BCBA, BCaBA, RBT, BT)**

In order to be approved with one of the provider specialties indicated above, a completed application package must be submitted including the following:

- **A copy of an individual's Behavior Analyst Certification Board (BCBA) Certificate for his/her provider specialty (except for a BT without Certification).**
- **A completed Applied Behavior Analysis Treatment Provider Experience Attestation (See Attachment) must be completed by each staff person delivering services to individuals diagnosed with an autism spectrum disorder.**

APPLIED BEHAVIOR ANALYSIS (ABA) TREATMENT PROVIDER ADDENDUM

Effective Date Requested _____

1. **Have you ever been approved as a provider of services under the Medicaid/NJ FamilyCare program or the Medicaid program of any other state or jurisdiction? ☐ Yes ☐ No. If yes, list the types of services provided and current status. If you were approved as a provider at one time and you no longer participate, please explain below.**

2. **Have you ever been the subject of any past or pending license suspension, revocation or other adverse action by any licensing authority, including but not limited to any fine, penalty, reprimand, disciplinary action or probationary period (even if paid and/or resolved) imposed by any licensing authority (excluding motor vehicle violations) in this State or any other jurisdiction?**
☐ Yes ☐ No If yes, please explain:

3. **Have you ever been indicted, charged, convicted of or pled guilty or no contest to any federal or state crime or disorderly persons offense in this State or any other jurisdiction (even if this resulted in pre-trial intervention)?**
☐ Yes ☐ No If yes, please explain:

4. **Have you ever been the subject of any past or pending suspensions, debarments, disqualifications, recovery actions or criminal convictions involving Medicaid, Medicare, any other federally-funded or state-funded health care program, any private or non-profit health insurance plan or program in this State or any other jurisdiction or any other programs administered in whole or in part by DMAHS?**
☐ Yes ☐ No If yes, explain and indicate current status of action:

5. **Has any person (or any member of such person's immediate family) or entity required to be named in response to any questions in this application ever owned or had an interest in, or any relationship (including an employment relationship) with, any other corporation, partnership or other entity providing services under Medicaid, Medicare, any other federally or state-funded health care program or any private or non-profit health insurance plan or program in this State or in any other jurisdiction?**
☐ Yes ☐ No If yes, explain:

6. **Are you employed by the State of New Jersey in any capacity? ☐ Yes ☐ No**

   If yes please explain:

7. **NOTE: There are federal and State statutes and regulations governing kickbacks and referral practices which may apply to you, as the applicant, and to those individuals and entities listed in this application. These statutes and regulations include, but are not limited to: the Federal Medicare and Medicaid Anti-Kickback Statute (42 USC 1320a-7b(b)); the Federal Safe Harbor Regulations (42 CFR 1001.952: the Stark Laws (42 USC 1395nn, 42 USC 1396b(s) and implementing regulations); the State Medicaid Anti-Kickback Statute (NJS 30:4D-17(c)); and the Codey Law (NJS 45:9-22.4 et. seq.) and its implementing regulations (NJAC 13:35-6.17)). Applicants should carefully review and understand these legal requirements and prohibitions, because signing this Agreement is a representation that there is full compliance with all of these statutes and regulations.**

   I have read and understand the above paragraph. _____ (Please Initial)

APPLIED BEHAVIOR ANALYSIS (ABA) TREATMENT PROVIDER ADDENDUM

8. FOR THE PURPOSE OF ESTABLISHING ELIGIBILITY TO RECEIVE DIRECT PAYMENT FOR SERVICES TO BENEFICIARIES UNDER THE NEW JERSEY MEDICAID (TITLE XIX) PROGRAM AND THE OTHER PROGRAMS ADMINISTERED IN WHOLE OR IN PART BY THE DIVISION OF MEDICAL ASSISTANCE AND HEALTH SERVICES (DMAHS), I CERTIFY ON BEHALF OF THE APPLICANT THAT THE INFORMATION FURNISHED IN THIS APPLICATION IS TRUE, ACCURATE AND COMPLETE. I AM AWARE, AND BY SIGNING THIS APPLICATION GIVE CONSENT ON BEHALF OF THE APPLICANT THAT I REPRESENT, THAT DMAHS AND/OR THE MEDICAID FRAUD DIVISION (MFD) OF THE OFFICE OF THE STATE COMPTROLLER MAY VERIFY THE ACCURACY OF ANY AND ALL INFORMATION AND DOCUMENTATION SUBMITTED IN CONNECTION WITH THIS APPLICATION, INCLUDING, BUT NOT LIMITED TO, CONDUCTING A CIVIL AND/OR CRIMINAL BACKGROUND INVESTIGATION RELATING TO ANY OF THE INDIVIDUALS OR ENTITIES MENTIONED IN THIS APPLICATION OR IN ANY SUPPORTING DOCUMENTS. I AM AWARE THAT IF ANY OF THE STATEMENTS MADE BY ME IN THIS APPLICATION ARE FALSE OR FRAUDULENT, OR IF THE RESULTS OF THE BACKGROUND INVESTIGATION ARE UNSATISFACTORY, THIS APPLICATION MAY BE DENIED, AND I AND THE APPLICANT ARE SUBJECT TO PUNISHMENT, INCLUDING BUT NOT LIMITED TO: CRIMINAL PROSECUTION UNDER APPLICABLE STATUTES, INCLUDING N.J.S. 30:4D-17 AND N.J.S. 2C:28-3; SUSPENSION, DEBARMENT OR DISQUALIFICATION FROM THE NEW JERSEY MEDICAID PROGRAM AND ALL OTHER PROGRAMS ADMINISTERED IN WHOLE OR IN PART BY DMAHS IN ACCORDANCE WITH N.J.A.C. 10:49-11.1(D)22; TERMINATION OF ANY PROVIDER AGREEMENT UNDER N.J.A.C. 10:49-3.2(F); AND RECOVERY UNDER APPLICABLE STATUTES AND REGULATIONS, INCLUDING N.J.S. 30:4D-7.H. AND N.J.S. 30:4D-17. I ALSO UNDERSTAND THAT ALL OF THE QUESTIONS IN THIS APPLICATION MUST BE ANSWERED, AND THAT FAILURE TO DO SO MAY RESULT IN DENIAL OF THIS APPLICATION. I FURTHER UNDERSTAND THAT IF THIS APPLICATION IS DENIED, A NEW APPLICATION CANNOT BE RESUBMITTED FOR A PERIOD OF ONE YEAR FROM THE DATE OF THE DENIAL. I AGREE TO NOTIFY (IN WRITING) THE FISCAL AGENT'S PROVIDER ENROLLMENT UNIT IMMEDIATELY OF ANY UPDATES OR CHANGES TO ANY OF THE INFORMATION THAT ARE BEING PROVIDED IN THIS APPLICATION AND IN ANY SUPPORTING DOCUMENTS.

Signature	Print Name	Title	Date

STATE OF NEW JERSEY
DEPARTMENT OF HUMAN SERVICES
DIVISION OF MEDICAL ASSISTANCE AND HEALTH SERVICES

PROVIDER AGREEMENT BETWEEN NEW JERSEY DIVISION OF MEDICAL ASSISTANCE AND HEALTH SERVICES AND

_____
PROVIDER NAME

PROVIDER AGREES:

1. To comply with all applicable State and Federal laws, policies, rules and regulations promulgated pursuant thereto;

2. To keep such records as are necessary to fully disclose the extent of services provided to individuals receiving assistance under the programs administered in whole or in part by the Division of Medical Assistance and Health Services (DMAHS), and to provide any authorized DMAHS employee or agent with copies of requested records free of all copy fees and related duplication charges;

3. To furnish the DMAHS, the Secretary of the U.S. Department of Health and Human Services and the Medicaid Fraud Sections of both the Division of Criminal Justice and the State's Comptroller Office with such information as may be requested from time to time, regarding any payments claimed for providing services under the programs administered in whole or in part by DMAHS;

4. To comply with the requirements of Title VI of the Civil Rights Acts of 1964 and Section 504 of the Rehabilitation Act of 1973 and any amendments thereto; and Section 1909 of P.L. 92-603, Section 2428 which makes it a crime and sets the punishment for persons who have been found guilty of making any false statement or representation of a material fact in order to receive any benefit or payment under the Medical Assistance Program. (The Department of Human Services is required by Federal regulation to make this law known and to warn against false statements in an application/ agreement or in a fact used in determining the right to a benefit, or converting a benefit to the use of any person other than one for whom it was intended).

5. To comply with the disclosure requirements specified in 42 CFR 455.100 through 42 CFR 455.107.

6. To accept Title XIX payments as payment in full, and not institute collection activities, including but limited to, billing, balance billing and litigation, against Title XIX beneficiaries for the payment of claims that have been denied in whole or in part by DMAHS or its fiscal agent, except as permitted by NJSA 30:4D-6.c., or otherwise permitted or required by State or Federal Law.

The provider or DMAHS may, on 60 days written notice to the other party, terminate this Agreement without cause.

_____ _____
DATE SIGNATURE OF PROVIDER

_____
PRINT NAME AND TITLE

APPLIED BEHAVIOR ANALYSIS (ABA) TREATMENT PROVIDER ADDENDUM

PLEASE ATTACH A COPY OF ALL BACB CERTIFICATIONS AND ATTESTATIONS COMPLETED BELOW (IF REQUIRED)

Applied Behavior Analysis Treatment Provider Experience Attestation

I {_____} on behalf of our agency, {_____}, on this date {_____} attest that staff identified below in this Attestation have the experience* required to qualify and practice as a Board Certified Behavior Analyst Doctoral (BCBA-D), Board Certified Behavior Analyst (BCBA), Board Certified Assistant Behavior Analyst (BCaBA), Registered Behavior Technician (RBT) or Behavior Technician (BT) to provide Applied Behavior Analysis treatment for the NJ FamilyCare/Medicaid program and shall comply with all federal and State statutes and regulations applicable to a provider serving NJ FamilyCare/Medicaid beneficiaries. I fully understand the consequences for non-compliance which may result in adverse consequences including but not limited to denial and recovery of claims or other penalties being assessed by the New Jersey Division of Medical Assistance and Health Services or other authorities.

* See "Confirmation of Applied Behavior Analysis Treatment Provider Qualifications" page within this application.

Name	DOB	Provider Specialty (e.g. BCBA-D, BCBA, BCaBA, RBT, BT)

Print Name _____ **Signature** _____

Title _____ **Date** _____