

Assisted Living Waiver Program Provider Enrollment

Residential Care Facilities and Adult Residential Care Facilities (RCF\ARF)

RCFs and ARFs are responsible for providing Assisted Living Waiver (ALW) services to participants, allowing them to maintain independence and continue to receive nursing level of care as needed. The RCF\ARF providers work in conjunction with the Care Coordinator Agencies (CCA) to ensure participants receive individualized care in a home like environment.

RCF\ARF Basic Requirements

- All facilities enrolling in the ALW program must meet licensure and certification requirements set forth by the Department of Social Services, Community Care Licensing (CCL). Participating facilities must be in substantial compliance and good standing with licensing regulations (Ref: Title 22, § 87101(s)(9)). Facilities on probation with and/or have pending accusation against the licensee are not in substantial compliance for the purpose of the ALW (Ref. H&S § 1569.33).
- Participating ALW facilities are not regarded as healthcare facilities, but social-based facilities. Although the RCF\ARF is a licensed facility, ALW residents are considered as living in their own home, not in a healthcare setting.
- ALW facilities are required to have licensed nursing staff, either on call or employed, in order to provide skilled nursing services as needed to waiver participants.
- Facilities shall employ staff as necessary to ensure provision of care and supervision to meet client health and safety needs.
- Facilities are required to provide private or semi-private bathrooms, shared by no more than two participants, a dining room, or common activities room that may also serve as a dining room.
- Facilities must be able to offer private or semi-private bedrooms.
- Facilities housing more than six participants are required to have an Individual Response System (IRS) enabling individuals to summon for assistance at any time.

Services that RCF providers are responsible for supplying include:

- Provision and oversight of personal and supportive services
- Assist with self-administration of medication
- Provide three meals per day plus snacks
- Housekeeping and laundry
- Transportation or arrangement of transportation

- Activities
- Skilled nursing services as needed

RCFARF Enrollment Steps

1. To be considered for enrollment as an RCFARF ALW provider, the following preliminary application package is required:

- [RCFARF Provider Initial Application](#)
- [Assisted Living Waiver Program Provider Agreement](#)

2. Enrolling providers are required to have a National Provider Identifier (NPI). The unique 10-digit number allows universal recognition of individual health care providers. Once enrolled as a Medi-Cal provider in the ALW program, the NPI number is used in administrative and financial (billing) transactions. For more information and to apply for your NPI number, follow the link provided:

- [National Provider Identifier](#)

3. Upon review and approval of the initial ALW application, a site visit will be completed to verify applicants' qualifications. Facilities that have met all program requirements will then be required to enroll as a Medi-Cal provider. **Medi-Cal applications received prior to program approval will not be considered.**

4. Facilities will receive notification of their enrollment status. Facilities that have met all program requirements will then be required to enroll as a Medi-Cal provider. The complete enrollment package consists of the following:

- [Provider Agreement \(DHCS 6208\)](#)
- [Provider Application \(DHCS 6204\)](#)
- [Medi-Cal Disclosure Statement \(DHCS 6207\)](#)
- **A non-refundable application fee of \$553.00 in the form of a cashier's check, made payable to the California Department of Health Care Services is required and must accompany the Medi-Cal application.**

Send all application packets to:

Assisted Living Waiver Unit
Long-Term Care Division
Department of Health Care Services
1501 Capitol Avenue, MS 4503
P.O. Box 997437
Sacramento, CA 95899-7437