

TO: IN-HOME SUPPORTIVE SERVICES (IHSS) PROVIDERS

New State law requires IHSS Providers to:

1. Complete and sign a Provider Enrollment Form (SOC 426) and return it **in person** to the location designated by your county IHSS Program or IHSS Public Authority, and bring original documentation verifying your identity such as an unexpired driver's license or photo identification **AND** original social security card. You **must not** return the form to the State Department of Social Services as this will cause a significant delay in the processing of your information.
2. Submit fingerprints at your expense and undergo and pass a criminal background check by the California Department of Justice. If you were convicted or incarcerated within the last 10 years of elder / dependent adult abuse, child abuse or fraud against a government health care or supportive services program you are not eligible to be an IHSS provider.
3. Complete a Provider Orientation (In person or by mail)
4. Sign an IHSS Program Provider Enrollment Agreement (SOC 846) that you understand and agree to the rules and requirements for being an IHSS provider.

If you complete at least one of these steps by **June 30, 2010** you may continue to work, be paid by the IHSS program, and will have until December 31, 2010 to complete the remaining requirements.

If you **DO NOT** complete at least one of these steps by **June 30, 2010** you will be terminated and will **NOT** be paid by the IHSS Program for any hours you work after June 30, 2010 until you complete all 4 steps.

As of July 1, 2010, if you want to go to work for another recipient, you will need to complete all four of the new requirements and be determined an eligible IHSS provider before you will be paid by the IHSS program.

Once you have completed these steps and you have been approved by the County or Public Authority to be an IHSS provider you will continue to be eligible to receive payment for providing authorized services for any IHSS recipient as long as you are an active provider and your criminal background check remains clear.

If you have any questions about these new requirements, contact your county IHSS Office or IHSS Public Authority.