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February 1, 2012

To: All Service Providers, Family Member Vendors, Participant Directed Services Family Member Vendors

Re: Implementation of Medicaid Integrity Vendor Requirements
Completion of Vendor Disclosure Statement Form DS 1891

This letter serves to inform you of the changes adopted by the Department of Developmental Services (DDS) requiring vendors to submit specified ownership information and the review of additional vendor Medi-Cal Home and Community Based-Services (HCBS) eligibility requirements by regional centers per Title 17, California Code of Regulations, Division 2, Chapter 3, sections 54302, 54310, 54314, 54320, 54326, 54336, 54370, and the addition of section 54311, per Trailer Bill *SB 74 (Chapter 9, Statutes of 2011).

In order to implement these new regulations, Tri-Counties Regional Center (TCRC) is required by DDS to obtain from **all current and prospective vendors** a completed Applicant/Vendor Disclosure Statement (DS 1891). The form is enclosed for your use.

Please do the following:

- Complete Part 1
- Part 2 and Part 3: review each section and enter the requested information or write "none" **and initial** if the information does not apply to your vendorization.
- Sign and date on page 4.
- Review each section to ensure that the document is fully complete.
- Submit the signed and dated **original** form by **April 30, 2012** to:

Tri-Counties Regional Center
2401 E. Gonzales Rd., Ste. 100, Oxnard, CA 93036
Attn: Resource Development, Community Development Coordinator

The original signed document must be submitted; **faxed or scanned copies cannot be accepted.**

Failure to submit this disclosure statement could result in the denial of a request to become vendored or termination of a current vendorization.

If you have questions about this requirement, please contact Resource Development via e-mail at DS1891@tri-counties.org. Place the word "Question" in the subject line.

Thank you for working with TCRC to achieve compliance with these new regulations.

Sincerely,

Barbara Lopez
Community Development Coordinator

Enclosure: Applicant/Vendor Disclosure Statement, DS 1891

cc: Judith White, M.S., Assistant Director of Community Development

*SB 74 (Chapter 9, Statutes of 2011) can be accessed at www.leginfo.ca.gov

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