

2020 Provider Application Directions

As part of DCCSCD's efforts to provide quality and effective treatment and educational options for clients under community supervision, DCCSCD maintains a list of service providers who have agreed to uphold state and departmental standards in consideration of referrals by DCCSCD officers. This process applies exclusively to **client-paid services** and DCCSCD in no way guarantees payment or assistance in collecting payment from any of the persons referred as part of this process.

Participation in this process is completely voluntary and referrals are in no way guaranteed. Courts, judges and attorneys can and shall continue to refer and utilize service providers at their discretion; however, when referrals are made as part of a DCCSCD officer's duties, the officer shall make referrals to service providers with whom the department has written agreements.

All of the RASP agreements and application forms are available on the dallascounty.org website under the '**Community Supervision and Corrections Department**'. Look for a tab on the left hand side labeled '**Provider Services**', with all 2020 forms available under '**RASP Forms**'.

- Applications for referral eligibility from DCCSCD officers will be accepted from **December 16, 2019 at 8 a.m. through February 14, 2020 at 5 p.m.** Absolutely no applications will be considered after this deadline. Partial or incomplete applications will not be considered.
- **CURRENTLY LISTED (APPROVED) PROVIDERS DO NOT NEED TO SUBMIT NEW RASP AGREEMENTS FOR 2020 UNLESS THEY ARE REQUESTING APPROVAL TO PROVIDE ADDITIONAL SERVICES.** Approval to provide additional services must be sought via the 'application process for prospective providers' below.
- Currently listed providers needing only to update their listing information should utilize the 2020 Application Form. Please scan and return the application to cscdproviderapp@dallascounty.org. Please include your business name in the title of your email.
- Please note, **battery intervention** and **anger management classes** are vetted exclusively through the domestic violence courts. Please contact Andre Turner at (214) 653-5366 for additional information.

ALL APPROVED PROVIDERS must maintain a reviewable file ONSITE with current and updated documentation specified in the application, including license, certification, insurance, occupancy certificate and criminal background checks.

APPLICATION PROCESS FOR PROSPECTIVE PROVIDERS :

1). Review the Requirements of Approved Service Providers (RASP) standards including applicable attachments. Attachment A applies to outpatient substance abuse treatment, Attachment B applies to Certified Education Classes and Attachment C applies to Non-Certified education classes.

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- 2). Print out and sign the RASP and all attachments corresponding to the services you are applying to provide.
- 3). Print out and complete the application. Please note, the information provided on the application will be used to construct departmental lists.
- 4). Scan and return the application, signed RASP, signed RASP attachments, and employee list to : cscdproviderapp@dallascounty.org. Please include your business name in the title of your email.
- 5). Completed applications will be forwarded to a committee for review. The committee will consider any complaint history, issues or performance concerns which may require further information and/or a meeting with the vendor to ensure all issues have been adequately addressed.
- 6). Approved providers will be listed upon RASP signature from DCCSCD. The listing process will begin **AFTER** the close of the application period.
- 7). Please direct questions and inquiries to : cscdproviderapp@dallascounty.org.