

Division of Quality Assurance (DQA),
 Department of Health Services (DHS),
 Mental Health and Substance Abuse Program Certification

Applicant Actions

Department of Health Services Actions

DQA Program Certification Process
 The agency requests an application from the DQA/Behavioral Health Certification Section (BHCS).

The DQA/BHCS e-mails a reply within one week.

The agency sends the Entity Caregiver Background Check (ECBC) forms and fee to the DQA/Office of Caregiver Quality (OCQ).

ECBC only

The OCQ reports ECBC approvals to DQA/BHCS.

The agency sends a program application and fee to the DQA Regional Office (RO) and schedules a site visit.

Application reviewed in DQA RO; additions and/or revisions when required.

Additions or revisions.

When application is complete an on-site visit date is set.

On-site visit by Licensing Specialist of BHCS (surveyor's decision)

Not approved

Approved

Wisconsin Medicaid Certification

The agency may request certification directly through the ForwardHealth Portal.

The DQA/BHCS program certificate with number, service type, and effective period is issued to agency.

Final review; program certificate is issued.

Certified program directory updated.

