



PROVIDER TYPE SPECIFIC PACKET/CHECKLIST

(Louisiana Medicaid Program)

**ENVIRONMENTAL ACCESSIBILITY
ADAPTATIONS (EAA)
(Environmental Modifications)**

CONTRACTOR

(Enrollment packet is subject to change without notice.)

GENERAL INFORMATION REGARDING WAIVER ENROLLMENTS

- The effective date is the date of enrollment approval.
- Non-active billing will result to deactivation of the Medicaid provider number. To be reinstated, a provider must meet all enrollment requirements.
- An updated license must be obtained and submitted to Provider Enrollment for physical address changes.
- Upon successful completion of the Medicaid enrollment process, all OCDD/OAAS Waiver Service providers and some providers of other Medicaid services will automatically be added to a Freedom of Choice listing in a web-based program called the Provider Locator Tool. This enables public users to search for Medicaid and/or Home and Community-Based Service providers who accept Louisiana Medicaid.

NOTE Regarding, OAAS Community Choices Waiver EAA Providers:

1. A provider can enroll as **EITHER** an EAA Assessor **OR** an EAA Contractor but **NOT BOTH** for the OAAS Community Choices Waiver.
2. Contractors must accept the job specifications contained in the individualized EAA assessment performed by the EAA Assessor unless otherwise agreed to and determined by OAAS.
3. The EAA contractor shall be responsible for the costs associated with bringing the work up to standard, including but not limited to the costs of the materials, labor and any subsequent inspections should the work be found to be substandard.

GENERAL POLICY INFORMATION:

Waiver service providers are required to comply with both policy and program requirements located on the Louisiana Department of Health (LDH) Office for Citizens with Developmental Disabilities (OCDD) website, the LDH Office of Aging and Adult Services (OAAS) website, and the Louisiana Medicaid provider manuals linked below.

Louisiana Medicaid Provider Manuals located at:

<https://www.lamedicaid.com/Provweb1/Providermanuals/ProviderManuals.htm>

LDH/OCDD website:

<https://www.ldh.la.gov/OCDD>

LDH/OAAS website:

<https://www.ldh.la.gov/OAAS>

Please note Louisiana Medicaid will not reimburse you for waiver services provided to participants who are not enrolled in one of the waiver programs.

Environmental Accessibility Adaptations (EAA) CONTRACTOR

REQUIRED DOCUMENTS FOR ENROLLMENT

The following checklist shows all required documents that **MUST** be submitted to enroll with Fee For Service (FFS) Louisiana Medicaid. Please make certain to complete each required form in its entirety to avoid processing delays.

NOTE: Agencies enrolled to perform Environmental Accessibility Adaptations for Community Choices Waiver program recipients cannot enroll to provide EAA Assessor services for OAAS Community Choices Waiver recipients AND must accept the job specifications contained in the individualized EAA assessment performed by the EAA Assessor unless otherwise agreed to and determined by OAAS.

* Form is included in the **Basic Enrollment Packet for Entities/Businesses**.

** Form is included in this packet.

Completed	Document Name
*	1. Entity/Business Louisiana Medicaid PE-50 Provider Enrollment Form.
*	2. PE-50 Addendum – Provider Agreement Form (three pages) .
*	3. Medicaid Direct Deposit (EFT) Authorization Agreement Form.
*	4. Louisiana Medicaid Ownership Disclosure Information Forms.
*	5. (If submitting claims electronically) Completed Provider's Election to Employ Electronic Data Interchange of Claims for Processing in the Louisiana Medical Assistance Program (EDI Contract) Form and Power of Attorney Form (if applicable).
	6. Copy of voided check or letter from the bank on bank letterhead verifying the account and routing number for the account to which you wish to have your funds electronically deposited (deposit slips are not accepted) .
	7. Copy of a pre-printed document received from the IRS showing both the Employer Identification Number (EIN) and the official name as recorded on IRS records (W-9 forms are not accepted) .
**	8. Completed and notarized "Provider Attestation for OAAS Community Choices Waiver Environmental Accessibility Adaptation Services" Form.
	<p>9. (A) Copy of a current license from the State Licensing Board for Contractors for any of the following building trade classifications. The name on the license must match the DBA (Doing Business As) name on the license or the owner's name (if sole proprietor):</p> <ul style="list-style-type: none"> a. General Contractor b. Home Improvement c. Residential Building d. Building Construction <p style="text-align: center;">-or-</p> <p>(B) If currently enrolled in Louisiana Medicaid as a DME provider, documentation from the manufacturing company (on their company letterhead) that confirms this DME provider is an authorized distributor of a specific product that attaches to a building. The letter must specify the product and must state that this DME provider has been trained on its installation.</p> <p style="text-align: center;">-or-</p> <p>(C) Vehicle adaptations: Copy of license by the Louisiana Motor Vehicle Commission as a "Specialty Vehicle Dealer" and copy of accreditation by The National Mobility Equipment Dealers Association under the "Structural Vehicle Modifier."</p>
	10. To report "Specialty" for this provider type on Section A of the PE-50, please use Code 80 (Environmental Accessibility Adaptations) .

Original Signatures Required – Please Do NOT Use Black Ink

Please submit all required documentation to:

Gainwell Provider Enrollment Unit
PO Box 80159
Baton Rouge, LA 70898-0159
225-216-6370

