



Pennsylvania

Department of Human Services

Office of Developmental Programs

**New Community Participation Support (CPS)
Provider Qualification Requirements for CPS
Providers Licensed Under
55 Pa. Code Chapter 2390**

July 1, 2026



Welcome

Presenters:

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> New CPS Provider Qualification

Amendments to the Consolidated, Community Living, and Person Family Directed Supports waivers which became effective 1/1/2026, added the following new qualification for CPS providers that provide services in facilities licensed under 55 Pa. Code Chapter 2390:

Agencies must meet the following standards:

...

“Effective, 1/1/27, be an approved vendor for OVR Supported Employment services and provide documentation of acceptance of OVR referrals for OVR Supported Employment.”

Purpose

As outlined in the CPS service definition and 55 Pa. Code Chapters 2390.158 and 6100.262, providers must provide opportunities and the support necessary for individuals to seek and retain competitive integrated employment.

The new CPS Provider Qualification is intended to promote continuity of services for individuals who choose to transition from services in a facility licensed under 55 Pa. Code Chapter 2390 to competitive integrated employment.

➤ **Applicability**

The new provider qualification only applies to CPS providers who provide services in a facility licensed under 55 Pa. Code Chapter 2390 relating to Vocational Facilities.

This requirement does not apply to:

- **Providers who provide CPS in facilities licensed under 55 Pa. Code Chapter 2380 (Adult Training Facility or Older Adult Day Facility), or**
- **Non-facility based providers (100% Community).**

Guidance

On June 24, 2026, ODP published [ODP Announcement 26-068, New Community Participation Support Provider Qualification Requirement for Providers Licensed Under 55 Pa. Code Chapter 2390.](#)

This guidance outlines:

- **Requirements for current ODP CPS providers who need to enroll as OVR funded Supported Employment Providers.**
- **Requirements for any new ODP CPS providers enrolling with ODP after 1/1/2027.**
- **Documentation requirements for requalification with ODP.**

➤ **Current CPS Providers**

Requirements for current ODP CPS providers that are not already enrolled with OVR as a Supported Employment provider:

- **Prior to 1/1/2027, complete enrollment process with OVR.**
 - **When enrolling with OVR, use the same Employment Identification Number (EIN) used to enroll with ODP for CPS services.**
 - **Register with the OVR District Office (DO) which most closely aligns with your assigned Administrative Entity.**
 - **At a minimum every county where the provider operates a Vocational Facility should be documented on the OVR Provider Agreement on the list of counties to be served.**

> New CPS Providers

Requirements for providers wishing to enroll with ODP to provide CPS services after 1/1/2027:

- **Submit a valid OVR Provider Agreement or Provider Agreement extension as part of the provider enrollment process to your assigned Administrative Entity.**
- **When enrolling with ODP, use the same Employer Identification Number (EIN) that you used to enroll with OVR as a Supported Employment Provider.**
- **At a minimum, the list of counties where the provider plans to operate a Vocational Facility should align with the list of counties to be served on the valid OVR Provider Agreement.**

➤ **Requalification Process**

For Requalification:

- **ODP will verify that the CPS provider has a valid OVR Provider Agreement or Provider Agreement extension and share this information with the assigned Administrative Entity.**
- **CPS providers must notify ODP if at any time their OVR Provider Agreement or Provider Agreement extension is terminated,**

OR

- **the CPS Provider is placed under an instituted pause on referrals by OVR due to non-compliance with procedures.**

Referrals

The new provider qualifications requires CPS providers to accept referrals from OVR for Supported Employment services.

- **ODP has not set a specific requirement for the number of referrals that must be accepted to meet this requirement.**
 - There is an expectation that providers will accept referrals for individuals to whom the provider has provided ODP funded CPS services.
- **ODP recognizes that under OVR's Rule of 3, it is possible a provider may not receive any referrals from OVR.**

➤ Acceptance of Referrals

Annually, ODP will verify with OVR that during the prior year CPS providers enrolled with ODP were:

- **Offered and accepted Supported Employment referrals from OVR.**
 - This will indicate compliance with the new ODP provider qualification.
- **Not offered any Supported Employment referrals from OVR.**
 - This will indicate compliance with the new ODP provider qualification.
- **Placed under an instituted pause on referrals due to non-compliance with OVR procedures.**
 - This will indicate non-compliance with the new ODP provider qualification.



Office of Vocational Rehabilitation (OVR)

Supported Employment Provider Enrollment Process

- **Instituted Pause on Referrals Due to Non-Compliance with Procedures**
- For purposes of this requirement, an instituted pause on referrals is a temporary action taken by OVR due to provider non-compliance with OVR requirements. During a referral pause, the provider remains enrolled with OVR but may not receive new OVR referrals until the identified compliance concerns have been resolved.

➤ OVR Enrollment Process- Step 1

Express Interest in Becoming an OVR Supported Employment Provider

- Reach out to your local OVR District Office
 - [OVR Office Directory | Department of Labor and Industry | Commonwealth of Pennsylvania](#)
-
- SE Provider Information Session
 - SE Provider Agreement

➤ OVR Enrollment Process- Step 2

Learn About OVR Supported Employment

- Attend an OVR Supported Employment Information Session
 - Understand Supported Employment services, rates, and provider responsibilities
 - Review qualifications and requirements to be an OVR Supported Employment Provider
 - Learn how OVR and providers partner to support competitive integrated employment
 - Review expectations for service delivery
 - Review enrollment requirements and timelines

[OVR Supported Employment Information Session](#)

➤ OVR Enrollment Process- Step 3

Determine Your Readiness for Enrollment

- Confirm staff qualifications and credentialing requirements
 - Basic ACRE, current CESP, current CRC
- Review provider agreement obligations
- Obtain required clearances, insurance, and administrative documentation
- Prepare enrollment forms for submission

➤ OVR SE Provider Enrollment- Step 4

Submit Your Enrollment Packet

- ✓ **Have an SAP Number**
- ✓ Completed “W-9” form (must be dated within last 6 months)
- ✓ Signed “Supported Employment Provider Agreement”
- ✓ Signed “Verification Document for FBI, Act 34 and Act 151 Clearances”
- ✓ Copy of current Professional Liability Insurance
- ✓ SE Provider Profile
- ✓ Completed “OVR-120 Provider Enrollment Form”
- ✓ OVR-149 Credentials Log OVR-149
- ✓ Credentials and/or OVR-150 Waiver Form (s)

➤ Approvals (1 of 2)

- Once all documentation is received by OVR, the local office will obtain necessary local approvals, create a provider folder in CWDS and upload the documentation. When everything is ready for final approval, they will move the services to Central Office Review and send an email to the Provider resource account.
- A folder review is performed including verifying SAP information and CWDS information match, and debarment. Services will be moved to pending and an email sent to the appropriate Specialist.

➤ Approvals (2 of 2)

- If everything is in order, the Specialist will approve services and send out an email to appropriate staff.
- The SE Specialist will notify the provider of approval and provide instructions on accessing CWDS and submitting invoices through CWDS and Training Material.
- The Provider would be added to the OVR SE Listserv and invited to SE Office Hours
- The local District Office can schedule a training to review

➤ Referrals and Rule of 3

- Rehabilitation counselors support informed decision-making and ensure individuals understand their options.
- Providing multiple provider options and supporting informed choice is not just policy, it's an ethical responsibility.
- Rule of 3- at least 3 provider options must be discussed and documented per service
 - The CPS provider may be included as one of the required options or as an additional option to promote continuity of services.

Next Steps

- Review the material sent in "Welcome Email"
- Schedule training with local district office
- Attend CRP SE Office Hours
 - Reminders for SE CRPS
 - Review of various SE topics
 - Effective Best Practices
 - Guest Presenters
- Provider Presentation Series
 - SE CRP Providers present on OVR internal SE Office Hours
 - Scheduled in advance
 - 5 - 7 minutes, slides sent in advance to OVR

Questions?

- **If time allows, we will answer questions submitted through the chat.**
- **For any future questions, please reach out to the appropriate Office.**
 - For OVR specific questions contact:
 - RA-LIOVR-SEPOLICY@pa.gov
 - For ODP specific questions contact:
 - RA-ODPProviderqalif@pa.gov