



# Delaware County Board of Developmental Disabilities

*To inspire, empower, and support people to achieve their full potential.*

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July 21, 2017

Dear Families,

Delaware County Board of Developmental Disabilities (DCBDD) is transitioning our provider contracts in a direction that will better support the great work of our providers and the people we serve. DCBDD will be contracting with Agencies, Agencies with Choice and independent providers that are an LLC (Limited Liability Corporation). This transition will align with the new contract cycle for locally funded services beginning January 1, 2018. This shift will not affect any of the care that is provided or received but rather, establish best practices for both independent providers and DCBDD. Family Secured Providers and Waiver Service Providers are currently not affected by this shift.

As of August 1, 2017, DCBDD will not be accepting any *new* independent providers that are not an LLC or contracting with an Agency or Agency with Choice. Independent providers have been notified of the upcoming shift in service delivery. To support our independent providers' navigation of this process, DCBDD will be offering free trainings and a networking opportunity to assist with this transition. In addition to the trainings and networking opportunity, on August 17, 2017 from 9:00 a.m. – 11:00 a.m. DCBDD will be hosting a Meet and Greet Brunch for independent providers and families to meet Agencies with Choice and provider agencies hiring independent providers.

Please see the attached Frequently Asked Questions document for further information. If you have any questions or need further clarification, please contact Cheryl Copley, Provider Coordinator at [Cheryl.Copley@dcbdd.org](mailto:Cheryl.Copley@dcbdd.org) or 740-201-3605.

Sincerely,

A handwritten signature in black ink that reads "Kristine Hodge".

Kristine Hodge,  
Superintendent



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## **Frequently Asked Questions – Contracts for Locally Funded Services**

### **Q1: What is an LLC and how old do you have to be to own one?**

A1: An LLC is a Limited Liability Company. Legally, LLCs provide the limited liability features of a corporation and the tax efficiencies and operational flexibility of a partnership. The age of incorporation is 18 and above. (sba.gov)

### **Q2: When will DCBDD contract only with independent providers who are an LLC or agencies?**

A2: January 1, 2018

### **Q3: Who will this change affect?**

A3: This transition will affect independent providers without LLC status or who are not associated with an Agency with Choice.

### **Q4: How will this affect my services?**

A4: Neither services provided nor received will change as long as the provider is an LLC or is associated with an Agency with Choice or is employed by a provider agency.

### **Q5: Will I have to change providers?**

A5: You will only need to change providers if your current independent provider chooses not to take action.

### **Q6: As a provider, how will this change affect my ability to offer services?**

A6: All current contracts with independent providers will end on December 31, 2017. If you wish to continue contracting as an independent provider, you must form an LLC, be employed by an agency, or contract with an Agency with Choice.

### **Q7: Will independent providers need agency certification through the Ohio Dept. of Developmental Disabilities?**

A7: No, however, independent providers must maintain their independent provider certifications.

### **Q8: As an independent provider, what are my options?**

A8: Providers may choose to:

- Work for an Agency
- Work with an Agency with Choice  
*Agencies with Choice are DODD certified agencies which pay at the agency rate, that support the independent provider by acting as the employer of record. Additional benefits may include Worker's Compensation, employer tax benefits, health insurance (depending on the provider/agency arrangement).*
- Form an LLC  
*Forming an LLC requires a one-time tax deductible fee. The process can be completed by working with an attorney, LegalZoom, or the Secretary of State's website. Forming an LLC offers additional protection of the provider's personal assets.*



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**Q9: If I am a Family Secured Provider, will I have to form an LLC?**

A9: Family Secured Providers are not affected by this and may continue services.

**Q10: Will this affect the Waiver Services I provide?**

A10: No. This change is for locally-funded services only.

**Q11: Will therapy and behavior support providers also be required to form an LLC, work for an Agency, or work for an Agency with Choice?**

A11: Yes.