

VENDOR INFORMATION FORM

The participant/representative must complete this form for each business entity providing services or supports to the consumer through the CDC+ program. Such business entities include independent contractors (IC) or for-profit and not-for-profit agencies, and other businesses including retail merchants that sell supplies. For each business entity EXCEPT corporations, a completed IRS Form W-9 must be attached. Every person who provides direct care services to a CDC+ participant must have passed a level 2 background screening before they can provide services approved by CDC+. Submit a Direct Deposit Request Form with every vendor packet to ensure providers can be paid directly.

Participant Name: _____ **Participant ID #:** _____ **Date:** _____

Vendor Name _____

Address _____

Phone # _____ Email _____ Tax ID/FEIN _____

1. Specify this vendor's provider type. Agency/Vendor or Independent Contractor:

Agency/Vendor (A/V). Select one:

Corporation

Limited Liability Company LLC [a completed IRS Form W-9 **MUST** be attached]

Partnership [a completed IRS Form W-9 **MUST** be attached]

Independent Contractor (IC) [a completed IRS Form W-9 **MUST** be attached]

2. Does the provider meet the qualifications as a live-in? Yes No

3. Provider's Relationship to CDC+ Participant: None Parent Spouse

Child Sibling Grandparent Grandchild (includes step-relationships)

4. Provider is a Medicaid-enrolled provider? Yes No

If yes, circle Medicaid provider type: APD Waiver or General. *Circle both if applicable.*

Does the provider have a **current** professional license from the Florida Department of Health for the profession for which the provider is applying? Yes No

Medicaid Provider # _____ **DOH License #** _____

5. Will this provider be providing direct care to the participant? Yes No

If Yes, a copy of the Level 2 background screening **MUST** be attached.

6. Has the provider signed a certificate confirming that the provider has complied with Section 402.3057, Florida Statutes? Yes No

7. If necessary, will A/V need to use CDC+'s electronic visit verification (EVV) system to track CDC+ service shift information? (Does not apply to Independent Contractors.) Yes No