



## DCF Provider Agreement

Each regional office has a person(s) assigned to create and maintain provider agreements. This person is referred to as the Provider Agreement Specialist (PAS). Duties of the Specialist consist of answering inquiries of prospective providers, creating new agreements, and completing yearly desk reviews for on-going provider agreements.

### Contacts

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New provider agreements are initiated, maintained, and monitored by the Specialist in the region in which the headquarters of the provider resides.

**(Region site map: [dcfnet.dcf.ks.gov/Offices/Pages/default.aspx](http://dcfnet.dcf.ks.gov/Offices/Pages/default.aspx))**

Provider agreements are needed for professional services and placement types and are a contractual agreement between the provider and DCF for specific professional services or placement types at an agreed upon cost. It is a general agreement, not specific to any particular client, and not a guarantee that the provider's services will be used. The development of a Provider Agreement may be initiated either by a service or placement provider or by the regional DCF office.

### The general rules regarding the creation of provider agreements are:

- DCF may create agreements with qualified providers based on client need.
- DCF does not promise any certain number of referrals.
- Provider may be profit or non-profit, public or private.
- Providers agree to provide services for DCF clients at an agreed upon rate.
- Each Provider Agreement (for non-placement type services) shall have a start and end date involving, at most, a five-year period.
- Placement type services are reviewed yearly, but their continuation is based on their license renewal.