

Aging and Adult Services and Disability Services divisions

March 30, 2017

Home and community-based services providers

Dear business owner or designee:

You are receiving this letter because you are an enrolled **adult day or customized living** home and community-based services (HCBS) waiver provider.

If you provide services to people whose services are funded by a waiver – Alternative Care (AC), Brain Injury (BI), Community Alternative Care (CAC), Community Access For Disability Inclusion (CADI), Developmental Disabilities (DD) or Elderly Waiver (EW) – you must complete an attestation.

For more information, see the [letter dated March 6, 2017](#).

Next steps?

1. Review the toolkit mailed to your setting and collect the supporting documentation you need to submit. (This information is also available on the [Transition plan for home and community-based settings](#) web page.)
2. Complete and submit a [Home and Community-Based Services \(HCBS\) Provider Attestation \(DHS-7176\) \(PDF\)](#) online **by April 30, 2017**.
3. If you do not meet all of the requirements in your initial submission, you will need to update the online attestation form indicating compliance by Sept. 1, 2017.

Your initial responses and the documentation you provide will help DHS understand what new requirements you are already meeting and areas where you might need help.

DHS is committed to your success. Email questions to hcbs.settings@state.mn.us.

Please forward this letter to the appropriate person in your agency. Together, we can continue to improve services for all Minnesotans.

Sincerely,

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