**I. Contact Information**

Name of Organization: Click here to enter text.

AHCCCS Provider ID: Click here to enter text.

Contracted with the following ALTCS Program Contractors: (Check all that apply)

[ ]  Bridgeway Health Solutions [ ] DDD [ ]  Evercare Select [ ] Mercy Care [ ] None

Individual responsible for the Training and Testing Program (The individual will serve as the central contact for the program and does not need to be the lead trainer for the program):

Name: Click here to enter text. Title: Click here to enter text.

E-mail: Click here to enter text. Phone: Click here to enter text.

Main Address including the county: Click here to enter text.

Does your program have multiple training sites? [ ] Yes [ ] No

If yes, please list each location by physical address including the county: Click here to enter text.

Is your program willing to train and test trainers employed by another agency? [ ] Yes[ ]  No

If your program willing to train and test DCWs employed by another agency? [ ] Yes [ ] No

Check all that apply about your program:

[ ] DCW (Attendant Care, Personal Care and/or Homemaker) agency

[ ] College

[ ] Private Vocational Training Program (typically charges fees to students)

Will the Vocational Training Program be charging a fee to students? [ ] Yes [ ] No

If yes, please provide your Arizona State Board for Private Post Secondary Education (AZPPSE) license number. Click here to enter text.

Note: If you do not have an AZPPSE license, AHCCCS will contact you for further direction regarding the need for a license from the AZPPSE**.** Colleges and Private Vocational Training Programs licensed by the AZPPSE are deemed to meet the requirements of the DCW Training and Testing Program if they submit a completed and signed application on an annual basis.

**II. Information about the Training Program**

**A. Principles of Caregiving**

 A program using the Principles of Caregiving must train to Level 1 Fundamentals plus at least one of the Level 2 modules. Check all that apply.

Level 1

[ ] Principles of Caregiving – Fundamentals

Level 2

[ ] Principles of Caregiving – Aging and Physical Disabilities

[ ] Principles of Caregiving – Developmental Disabilities

**B. Other Curriculum**

If your training program is not entirely based on the Principles of Caregiving the following information must be completed and submitted with the application:

Name/title of the teaching materials:

Click here to enter text.

Attach to the application a description of the curriculum and a completed competencies crosswalk form (see Section IV).

Note: If you have made changes to the Principles of Caregiving modules, please submit a description of the changes. If you use the Principles of Caregiving (Level 1 Fundamentals plus one of the Level 2 modules) in their entirety, you do not need to complete this section.

**C. Online Training and Testing Program**

Has your program developed or is your program in the process of developing an online training/testing product? [ ] Yes [ ] No

If your online training/testing product is still underdevelopment, please provide an estimated date it will be completed: Click here to enter text.

**III. Resources:**

Go to [www.azahcccs.gov/dcw](http://www.azahcccs.gov/dcw)

**IV.** Attestation:

I have read the AHCCCS Contractor Operations Manual Policy 429 for DCW training and testing requirements (see the AHCCCS website [ [www.azahcccs.gov/dcw](http://www.azahcccs.gov/dcw) ] for the policy) and understand that my training and testing program must adhere to all policies, including the requirement to share test results with other agencies to be an Approved Program. Approved programs are required to maintain policies and procedures, training materials (e.g., written, video/audio) and evidence of training. This information must be made available upon request by AHCCCS or the ALTCS Program Contractor.

Signature / Date: Click here to enter text.

Submit to:

Via email: dcw@azahcccs.gov (a scanned and signed copy only) (email is preferred)

Or via mail to:

AHCCCS/DHCM/ALTCS Unit/DCW Approval Committee

701 E. Jefferson St., MD 6100, Phoenix, AZ 85034