Yardwork and snow removal

PROVIDER APPLICATION DETAILS

INSTRUCTIONS

Please review this entire document and compile the necessary information and documentation before you begin the WA Cares provider application process.

GENERAL DESCRIPTION OF SERVICE

Yardwork and snow removal services are available to beneficiaries who may need this support to remain in the community. The purpose will be to allow safe egress and entry into the home; reduce potential fire danger; assist the beneficiary to comply with local city and county codes, or other local requirements, such as a homeowner's association, or to address violations to remain in their choice of setting.

Yardwork consists of maintaining the property where the beneficiary resides:

- Trimming bushes, grass, low hanging branches away from home and main walkways
- Raking leaves
- Mowing lawn
- Watering plants and bushes
- Weeding
- Cleanup and removal of debris associated with yardwork

Excluded activities are:

- General yard work such as planting flowers, shrubs, and trees for aesthetic purposes
- Landscaping projects
- Maintenance of indoor plants
- Maintenance of a vegetable garden

Snow removal consists of removing snow and ice from sidewalks, driveways, and entryways to provide safe egress and entry to the home for the beneficiary.

RELATED LAWS, RULES AND POLICIES

Below is a list of some of the laws, rules and policies that may be helpful to review prior to completing an application. This may not be a comprehensive list of all laws, rules and policies

that apply.

- Chapter 50B.04 RCW: Long-term services and supports trust program
- Chapter 74.39A RCW: Long-term care services options
- RCW 43.43.830 through 43.43.845: Washington State Patrol background checks
- Chapter 388-116 WAC: WA Cares program

MINIMUM PROVIDER QUALIFICATIONS

1. Contractors must meet all Washington state laws to do business in the state (and city or county requirements, if applicable). This includes having all required business license(s), endorsement(s), credential(s) and certification(s) to provide the service.
2. One year of operating legally as a business in the State of Washington, providing these services.
3. The agency owner(s) and contract signatory must pass a department of social and health services criminal history background check at initial application and contract renewal.
4. All employees, volunteers, and subcontractors who may have unsupervised access to beneficiaries must have passed a criminal history background check, which must be conducted by the contractor prior to access and every two years. The criminal history background check must at least include Washington State Patrol criminal conviction records and be kept in their personnel or subcontractor file(s).

PROVIDER CONTRACT

Yardwork and snow removal contracts have a maximum duration of two years. The sample contract is available in the provider toolkit. Please review to ensure all contract terms can be met before application.

Note: Subcontracting is not permitted for this service.

REQUIRED DOCUMENTATION FOR PROVIDER APPLICATION

1. Completed provider network application and required attachments.
2. Copy of Washington state business license or proof of exemption that indicates having been in business for at least one year.
3. Copy of W-9 request or taxpayer identification number and certification.
4. Unless you are a sole proprietor, supporting documentation on business organization (e.g., list of partners, members, directors, officers, board members).

5. Name, date of birth, and background check confirmation number for the contract signatory and the agency owner(s) with 5% or more ownership interest.
6. Current rate(s) or pricing guide, for informational purposes.