
California Children's Service (CCS) Program Provider Paneling

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This section describes the paneling requirements providers must meet to participate as a California Children's Services (CCS) program provider.

Provider Paneling Requirement

The following providers must be paneled by CCS in order to treat clients with a CCS-eligible medical condition:

- Physicians
- Podiatrists
- Audiologists
- Dietitians
- Marriage Family Therapists *
- Occupational Therapists
- Orthotists
- Pediatric Nurse Practitioners *
- Physical Therapists
- Prosthetists
- Psychologists
- Registered Nurses *
- Respiratory Therapists *
- Social Workers
- Speech Language Pathologists

Provider types not listed above do not need to be paneled by the CCS program to treat CCS Clients.

Panel Applications

The application for becoming paneled by CCS has two versions, a *California Children's Services (CCS) Program Individual Provider Paneling Application for Physicians and Podiatrists* (form DHCS 4514) and a *California Children's Services (CCS) Program Individual Provider Paneling Application for Allied Health Care Professionals* (form DHCS 4515). Physicians, podiatrists, and allied health professionals can apply online or with a hard copy via fax or United States Postal Service. Copies of these forms and instructions for completing them are found at the end of this section. These forms may also be obtained by:

Applying online

- «Visit the [California Children's Services page](#) on the DHCS website. Under the "Providers" heading, click "[Becoming a CCS Provider.](#)»
- «Click on the [CCS Panel Application](#), located near the bottom of the "Becoming a CCS Provider" page.» Enter the code provided in the text box and complete the online application. If the online application system indicates additional information is required, fax the information to (916) 440-5299.

Applying via hard copy

- «Visit the [CCS website](#) and click on "Forms," located under the "County CCS Programs" heading.»
- «Visit the [Medi-Cal Providers website](#) and click on "Forms," and scroll down to "California Children's Services (CCS).»
- Call the Provider Services Unit at (916) 322-8702 and request an application.
- Write to the Provider Services Unit and request an application at the following address:

Department of Health Care Services
Integrated Systems of Care Division
Provider Services Unit
MSC 8100
P.O. Box 997413
Sacramento, CA 95899-7413

Completed panel applications should be sent to the above address.

National Provider Identifier Required

All providers applying for CCS paneling must be enrolled as a Medi-Cal provider and have a valid National Provider Identifier (NPI) to become CCS-paneled.

«Additional information regarding enrolling an NPI with Medi-Cal is located on the [NPI web page](#).»

Physician Paneling Categories

Physicians may be paneled with full or provisional approval status, described as follows.

Full Approval

Physician applicants who meet all criteria required for paneling, including certification by the American Board of Medical Specialties (ABMS), will be given full panel approval.

Provisional Approval

If the physician is board eligible for the certifying examination, provisional paneling status will be given to the physician for three years upon completion of residency or fellowship training. Upon successful completion of the board examination, the physician must provide an ABMS certificate immediately by faxing the number listed below or by mailing to the Children's Medical Services (CMS) Branch following Integrated Systems of Care Division (ISCD) address:

Department of Health Care Services
Integrated Systems of Care Division
Provider Services Administrative Services Unit
MSC 8100
P.O. Box 997413, MS 8100
Sacramento, CA 95899-7413
Fax: (916) 440-5299

Upon receipt of the certificate, the provisional panel approval status will be changed to full approval. If, after three (3) years, no information is received, the provider's provisional status will be revoked.

Preferred Provider Status for Physicians Applying for Medi-Cal Enrollment

Physicians may qualify as a Medi-Cal provider under “preferred provider status”, per *Welfare and Institutions Code* (W&I Code), Section 14043.26(c). To be considered for preferred provider status, the physician must:

- Hold a current license as a physician and surgeon issued by the Medical Board of California or the Osteopathic Medical Board of California. The license must not have been revoked, whether stayed or not, suspended, placed on probation, or subjected to other limitations. The physician must include a copy of her/his medical license with the panel application.
- Be a current faculty member of a teaching hospital or a children’s hospital as defined in W&I Code, Section 10727, accredited by the Joint Commission on Accreditation of Healthcare Organizations (JCAHO) or the American Osteopathic Association (AOA) Healthcare Facilities Accreditation Program (HFAP).
- Be credentialed by a health care service plan licensed under the Knox-Keene Health Care Service Plan Act of 1975.
- Be credentialed by a County Organized Health System (COHS), or be a current member in good standing of a group credentialed by a health care service plan licensed under the Knox-Keene Health Care Service Plan Act of 1975.
- Have full, current, unrevoked, unsuspended privileges at a general acute care hospital accredited by the JCAHO or HFAP.
- Have no adverse entries in the National Practitioner Data Bank or Healthcare Integrity and Protection Data Bank.

If the application is complete with all required attachments, and without omissions or errors, the application will be processed within 90 days of the application receipt date

«Complete instructions for submitting a required cover letter that verifies a provider’s qualifications for preferred provider status may be obtained by visiting the [Medi-Cal Providers website](#), clicking “Provider Enrollment,” then “Preferred Provider Status.”»

Physician Requirements

Physicians providing medical services to CCS applicants or clients must be:

- Licensed as a physician and surgeon by the Medical Board of California or by the Osteopathic Medical Board of California
- Certified by the ABMS
- Enrolled in Medi-Cal with a valid NPI

Physicians who are not board certified, but are eligible for the certifying examination by meeting the training and experience requirements for certification, may participate in the CCS program for not more than three years after completion of residency or fellowship training. If, after three (3) years, no information is received, the provider's provisional status will be revoked.

Family Practice Physician and Podiatrist Requirements

Family practice physicians providing medical services to CCS clients must:

- Be currently licensed as a physician by the California Board of Medical Quality Assurance
- Be certified by the American Board of Family Practice (ABFP)
- Have expertise in the care of physically handicapped children with severe and complex medical conditions
- Have documented experience treating CCS-eligible medical conditions for at least five years, or have treated 100 or more such children. Documentation must be provided. This requirement will be waived if the family practice provider is employed at a Child Health and Disability Prevention (CHDP) facility.

Note: Family practice physicians must be board certified by the ABFP and also certified in the subspecialty of family practice medicine. Applicants may submit a panel application for review, even if the requirements stated in the last bullet above are not entirely met

Note: Podiatrists must include with their application evidence of at least five years of experience treating CCS-eligible medical conditions, **or** evidence of having treated 100 or more children with CCS-eligible medical conditions.

Note: No family practice physician or podiatrist will receive a provisional status.

Allied Health Requirements

Allied health professional providers rendering medical services to CCS clients:

- Are not required to have an NPI if employed by a facility
- Must maintain a current medical license in their specialty
- Must meet the requirements in their specialty provided at:
<https://cmsprovider.cahwnet.gov/panel/index.jsp>

Providing a Medical Home

Children with Special Health Care Needs require a “medical home.” A medical home is defined as the child’s physician providing comprehensive, coordinated and continuous care in order to facilitate access to all of the medical and non-medical services needed to help the client and the client’s family achieve maximum potential. Generally, the primary care pediatrician in the client’s community provides this medical home. The medical home physician provides compassionate and culturally competent care. Recognizing that the family is the principal caregiver and a partner in the health care team, the physician shares information with the family on an ongoing basis.

Medical Home Requirements

The medical home community physician is responsible for meeting the following requirements for children receiving care from 1) CCS-paneled specialists, 2) CCS-approved Special Care Centers (SCCs) or 3) Medical Therapy Programs (MTPs):

- Be authorized by CCS for health care services related to the client’s CCS-eligible medical condition
- Provide treatment for the client’s CCS-eligible medical condition, according to the plan of care developed by number 1, 2 or 3 above
- Coordinate treatment for the client’s CCS-eligible medical condition and take direction for the client’s care from number 1, 2 or 3 above
- Communicate with number 1, 2 or 3 above about changes in the client’s medical condition
- Maintain medical records that identify the client’s special health care needs, as well as the resources and services used for implementing the plan of care established by number 1, 2 or 3 above
- Participate in transition planning to adulthood

Medical Home Resources

Medical home information, links, tools and resources are as follows:

- American Academy of Pediatrics National Center of Medical Home Initiatives for Children with Special Needs at www.medicalhomeinfo.org
- «*Practicing Comprehensive Care: A Physician's Operations Manual for Implementing a Medical Home for Children with Special Health Care Needs*. Institute for Community Inclusion, Children's Hospital, Boston, MA 2000, available on the [Institute for Community Inclusion website](#).»

Podiatrist Requirements

Podiatrists must be licensed to practice podiatric medicine by the California Board of Podiatric Medicine, be certified by the American Board of Podiatric Surgery or the American Board of Podiatric Orthopedics, and have documented experience in treating children with CCS-eligible medical conditions for at least five years, or have treated 100 or more such children.

Audiologist Requirements

Audiologists must be licensed as such by the California Speech-Language Pathology and Audiology Board. They must have two years of clinical experience providing audiology services, one of which must have been with infants, children and adolescents. The experience may include the clinical fellowship year.

Dietitian Requirements

Dietitians must be registered by the Commission on Dietetic Registration of the American Dietetic Association, and have at least two years, or the equivalent, of full time clinical nutrition therapy experience as part of a multidisciplinary team providing nutrition assessment and counseling for acute or chronically ill patients. One of the required years of clinical experience must have been providing services to infants, children, and adolescents with CCS-eligible medical conditions.

Occupational Therapist Requirements

Occupational therapists must meet the following requirements:

- Be a graduate of an occupational therapy curriculum accredited by the American Occupational Therapy Association, the World Federation of Occupational Therapists or another nationally recognized accrediting agency
- Be certified by the National Board for Certification in Occupational Therapy
- Have at least one year of experience, beyond internship (that is, the fieldwork performed following completion of curriculum requirements), providing occupational therapy to infants, children and adolescents who have CCS-eligible medical conditions

Orthotist and Prosthetist Requirements

Orthotists and prosthetists must be certified by the American Board for Certification in Orthotics and Prosthetics or the board for Orthotist/Prosthetist Certification.

When submitting an application, submit a letter from a CCS-paneled physician specializing in physical medicine and rehabilitation or orthopedics that documents the orthotist's and/or prosthetist's experience providing orthotics to infants, children, or adolescents with CCS-eligible medical conditions.

Pediatric Nurse Practitioner Requirements

Participation in the CCS program as a Pediatric Nurse Practitioner (PNP) is limited to serving as a designated core team member of a CCS-approved multidisciplinary, multispecialty team in an outpatient department of a CCS-approved hospital.

PNPs must meet the following requirements:

- Be certified as a nurse practitioner by the California Board of Registered Nursing
- Be certified as a PNP by the National Certification Board of Pediatric Nurse Practitioners and Nurses or the American Nurses Association
- Have a minimum of two years of experience as a PNP, including providing services to children with CCS-eligible medical conditions. The required experience may be obtained prior to being certified as a PNP. In such cases, the individual must have been, for a minimum of two years, a designated registered nurse core team member of a multidisciplinary, multispecialty team in an outpatient department of a CCS-approved acute care hospital.

Physical Therapist Requirements

Physical therapists must be licensed as such by the Physical Therapy Board of California and must have one year of experience, beyond internship (that is, the fieldwork performed following completion of curriculum requirements) providing physical therapy to infants, children and adolescents with CCS-eligible medical conditions.

Psychologist Requirements

Psychologists must be licensed as such by the California Board of Psychology or credentialed by the California State Board of Education or Commission on Teacher Credentialing, and have a minimum of two years of clinical experience in which at least 50 percent of the individual's time has been spent counseling or testing children who have mental disorders, developmental disabilities or CCS-eligible medical conditions.

Registered Nurse Requirements

Registered nurses must be licensed as such by the California Board of Registered Nursing and be designated as a core team member of an outpatient clinic's multidisciplinary, multispecialty team, providing care to children with CCS-eligible medical conditions. In addition, the registered nurse must have:

- A minimum preparation of a baccalaureate degree in nursing from a program having requirements equal to or greater than a baccalaureate level nursing program approved by the California Board of Registered Nursing
- A minimum of two years of clinical nursing experience of which one year must be in pediatrics, unless the outpatient clinic had a separate adult program only, in which case, the pediatric requirement may be waived
- Responsibilities in an outpatient clinic that include, but are not limited to, nursing assessment and intervention; coordination of patient's care between hospitalizations, outpatient services, and community agencies; participation in team conferences; quality improvement programs; and in-service programs

Respiratory Care Practitioner Requirements

Participation in the CCS program as a respiratory care practitioner is limited to serving as a designated core team member of a multidisciplinary, multispecialty team in an outpatient department or clinic of an acute care hospital that provides services to children with CCS-eligible medical conditions. A respiratory care practitioner may also be referred to as a respiratory therapist or inhalation therapist.

A respiratory care practitioner must meet the following requirements:

- Be licensed by the Respiratory Care Board of California
- Have a current Registered Respiratory Therapist credential issued by the National Board for Respiratory Care
- Have a minimum of two years of respiratory care experience of which one year must be in pediatrics
- Currently be a designated core team member of a multidisciplinary, multispecialty team in a hospital approved for CCS
- Have responsibilities in the hospital's outpatient clinic, including individualized diagnostic and therapeutic respiratory care procedures and patient education related to the implementation of the team care plan for outpatient services.

Social Worker Requirements

Social workers must be licensed as clinical social workers by the California Board of Behavioral Science Examiners or have a master's degree in social work from a school accredited by the Council on Social Work Education and have at least 7,500 hours or five years of full time social work experience.

Individuals who do not meet the requirements above may be given CCS panel approval by including with their panel application a letter with evidence of the following:

- The applicant will be supervised by someone who meets the requirements described above
- The level of supervision received will be a minimum of weekly supervision for those with less than two years experience, or a minimum of monthly supervision for social workers with more than two years of experience

The letter must be signed by the social worker's supervisor or social work department director and attached to the panel application.

Speech-Language Pathologist Requirements

Speech-language pathologists must be licensed as such by the California Speech-Language Pathology and Audiology Board and have two years of clinical experience providing speech-language pathology services, one year of which must have been with infants, children and adolescents with CCS-eligible medical conditions. The required experience may include the clinical fellowship year.

Legend

Symbols used in the document above are explained in the following table

Symbol	Description
«	This is a change mark symbol. It is used to indicate where on the page the most recent change begins.
»	This is a change mark symbol. It is used to indicate where on the page the most recent change ends.
*	Provider type is subject to program participation limitations. Refer to the individual provider type description in this section for more information.