

# **Employment First Partnership Provider Certification Checklist**

*This checklist is for current Ohio Department of Developmental Disabilities (DODD) Waiver Providers*

## **Track 1: Accredited Provider**

*Providers who are accredited and meet Opportunities for Ohioans with Disabilities (OOD) Qualifications and Standards for Service Providers and Vendors, [OAC 3304-2-53](#)*

- OOD manages all provider applications through the Provider Management Program (PMP), the PMP will guide providers through the application process.
- [Enter the PMP](#) and complete/submit an initial application
- OOD will review the application and respond within 30 days from the date your application is received
- Each individual staff providing VR services to individuals eligible for DD services must meet one of the professional development options detailed in the [Employment First Partnership Provider Staff Professional Development Checklist](#)

## **Track 2: Non-Accredited Provider**

*Providers who are certified by the Department of Developmental Disabilities (DODD) in order to meet the Opportunities for Ohioans with Disabilities (OOD) Qualifications and Standards for Service Providers and Vendors, [OAC 3304-2-53](#)*

- Provider must have been certified by the Department of Developmental Disabilities (DODD) in the areas of Career Planning and Individual Employment Supports for at least one year
- OOD manages all provider applications through the Provider Management Program (PMP), the PMP will guide providers through the application process
- [Enter the PMP](#) and complete/submit an initial application
- OOD will review the application and respond within 30 days from the date your application is received
- Each individual staff providing VR services to individuals eligible for DD services must meet one of the professional development options detailed in the [Employment First Partnership Provider Staff Professional Development Checklist](#)

For more information, contact: [employmentfirst@dodd.ohio.gov](mailto:employmentfirst@dodd.ohio.gov) or visit the Employment First website, [www.ohioemploymentfirst.org](http://www.ohioemploymentfirst.org)