



## DEPARTMENT of CHILDREN and FAMILIES

*Making a Difference for Children, Families and Communities*



Joette Katz  
Commissioner

Dannel P. Malloy  
Governor

May 1, 2011

Dear Provider:

This letter serves as notification that the Department of Children and Families has contracted with Advanced Behavioral Health, Inc. (ABH) to assist in managing the credentialing process for **After School Services**. After School Services are provided to school-age children and youth, enrolled in kindergarten through grade 12, that are currently active with the Department; youth that are currently receiving care coordination services; or children and youth that are identified as at-risk for detention.

In order to provide or continue to provide After School Services, you must be credentialed. Please submit your completed credentialing application packet to ABH. **Credentialing application packets must be received by ABH no later than June 15, 2011.** The Department will only guarantee that complete application packets received by ABH on or before 06/15/2011, will be fully processed by 08/31/2011. **Application instructions and paperwork is available at [www.abhct.com/resources\\_dcfcredentialing.asp](http://www.abhct.com/resources_dcfcredentialing.asp)**

ABH will review all credentialing applications against standards set by the Department. Additionally, as part of the application process for credentialing, a site visit will be conducted to provider's After School Services site. Final approval or denial of any credentialing application is determined by the Department.

After 8/31/11, The Department will only utilize providers that are part of the approved network of After School Services providers. Credentialed providers will have an executed Provider Agreement with the Department that will allow them to provide After School Services through selected Area Offices. **Please note: Effective September 1, 2011, only providers that have executed provider agreements with the Department will be eligible to provide After School Services.**

In addition, please note that while the area offices may continue to purchase these services until 08/31/2011, from providers that have not yet completed the credentialing process, **the service definitions and rate structure will begin on July 1, 2011.** A detailed description of the process, service definitions, standards, and requirements are available at [http://www.abhct.com/resources\\_dcfcredentialing.asp](http://www.abhct.com/resources_dcfcredentialing.asp).

You may contact Sarah Tkacs, Program Manager at ABH, for application and credentialing assistance at 860-704-6472. Should you have any questions regarding reimbursement under this service type, please contact Ann Adams, Program Director at DCF, at 860-550-6398.

Thank you for your continued partnership with us to serve children and their families.

Sincerely,

Cindy Butterfield  
Chief Fiscal Officer

cc. Advanced Behavioral Health