



Joette Katz  
Commissioner

**DEPARTMENT of CHILDREN and FAMILIES**  
*Making a Difference for Children, Families and Communities*



Dannel P. Malloy  
Governor

## **MEMORANDUM**

**FROM: Cindy Butterfield**  
**TO: All DCF Staff**  
**DATE: June 4, 2014**  
**RE: Credentialing of Transportation**

In order to assure the safety of all children in DCF care and provide consistent rates and guidelines, the Department will now include transportation services in the credentialing process.

Effective September 1, 2014, the Department's new requirement for transportation is that all organizations currently providing transportation must be **credentialed** by Advanced Behavioral Health (ABH) in order to serve DCF youth.

ABH will post applications, rates and all credentialing requirements including those required by the Department of Motor Vehicle (DMV) and Department of Transportation (DOT). The application process will begin on or around June 16, 2014 and providers will be given until September 2014 to meet the requirements. Once applications are reviewed and approved, credentialed transportation providers will be added to the ABH website under Roster Search.

<http://app.abhct.com/DCFCredRosterSearch.asp>

Please note that the fee schedule, applications and requirements for **all** credentialed services, including rates for transportation, will be listed on the ABH website under the forms and resources link.

[http://www.abhct.com/resources\\_DcfCredentialing.asp](http://www.abhct.com/resources_DcfCredentialing.asp)



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All of the providers that have provided transportation for the Department in the past have been informed of the credentialing process and have been invited to an informational session being offered later this month. (see attached letter) Please refer all transportation providers to the ABH website for additional information.

Please direct all inquiries including those from providers to Ann Adams at 860-550-6398 or e-mail her at [Ann.Adams@ct.gov](mailto:Ann.Adams@ct.gov).