

Independent Provider Checklist

Prior to Applying for Certification

To become an independent provider, you will be required to obtain documentation to submit with your application. You should complete each of the items listed below prior to starting the certification process.

Required documentation includes:

- Social Security Card.
- Driver's License. If you do not have an Ohio Driver's License this may delay your review
- Proof of Insurance – if applying to provide transportation services – Must provide verification that you are an authorized driver on the policy if your name is not on the insurance card.
- Official Driver's Abstract – only required if applying to provide transportation services. You can submit an online request for your Official Driver's Abstract at Ohio BMV, this must be completed. An abstract older than 14 days cannot be accepted. An unofficial abstract cannot be accepted.
- High School Diploma/GED or letter of support to waive this requirement from your local county board of DD.
- Birth Certificate or If born outside of the US, Naturalization/Citizen documentation that list birthdate.
- Additional documents may be required depending on the services selected or to support documents you have already provided.

***ATTENTION NURSES:** If you have a current nursing license you must enroll with the Ohio Department of Medicaid (ODM) before you can apply to be a DODD provider, regardless of the type of services you plan to provide. All nurses must enroll with ODM first