

**2023-2024 School Year
Therapeutic Day Treatment Provider Agreement
Prequalification Checklist**

Date: _____

TDT Provider Name: _____
 CEO: _____
 Address: _____ Phone: _____

Primary Point of Contact: _____ Title: _____
 Cell Phone #: _____ E-mail: _____

Emergency Contact: _____ Title: _____
 Cell Phone #: _____ E-mail: _____

	Completed?	REQUIRED COMPONENTS
1		Copy of Current Triennial License for TDT Services from DBHDS
2		General citation history report from DBHDS: <input type="checkbox"/> No more than three citations without CAP <input type="checkbox"/> No citations in past two years without CAP <input type="checkbox"/> Copy of CAP
3		Certification of no health and safety violation in past year – provide report or statement of certification on letterhead or signed statement of certification on company letterhead.
4		List of all staff members and titles with the agency (Updates only if you were an approved provider for 2022-2023 school year.)
5		List of all staff members who will be working in the schools (Updates only if you were an approved provider for 2022-2023 school year.)
6		Names, contact numbers, and qualifications of the individuals serving as supervisors for the unlicensed TDT service providers working in a school
7		Certification/evidence of agency employee background check
8		Restraint Training <input type="checkbox"/> Certification <input type="checkbox"/> Name of Technique
9		Signed Contract