**Private Duty Nursing Meeting 10/23/2024**

**ALTSA Private Duty Nursing Website:** <https://www.dshs.wa.gov/altsa/private-duty-nursing>

**Contact Emails**

**Private Duty Nursing Program Email:** [privatedutynursing@dshs.wa.gov](mailto:privatedutynursing@dshs.wa.gov)

**Private Duty Nursing Program Manager: Kaila O’Dell** – [Kaila.ODell@dshs.wa.gov](mailto:Kaila.ODell@dshs.wa.gov)

**DDA Nursing Services Unit Manager: Erika Parada** – [Erika.Parada@dshs.wa.gov](mailto:Erika.Parada@dshs.wa.gov)

**Topics and Notes**

* Welcome and introduction
  + Troy and Kat
* What is happening in 2025
  + Recontacting for all individual and HHA PDN contracts. If you have a PDN AFH contract, then this date will be different. Please refer to your PDN contract for end date.
  + Ensure that we have accurate contact information for your PDN contract. This is essential and your responsibility.
* PDN re-contracting process
  + All individual PDN and HHA contracts have end date of 6/30/2025.
  + March/April 2025 you will start seeing emails from [nursingcontracts@dshs.wa.gov](mailto:nursingcontracts@dshs.wa.gov) .
  + It is essential that you respond timely.
* How to prepare and stay organized
  + Prepare by having the following items ready for re-contracting: contractor intake, Medicaid provider disclosure statement (these will all be sent to you via email), background check within 2 years, W9, RN/LPN license, photo ID, business license and insurance.
* Timeline
  + We will begin reaching out March/April 2025 and must be completed before 6/2025.
* Expectations
  + You review your contact information and ensure accuracy.
  + You respond timely.
  + You follow the expectations outlined in your PDN contract.
* CEU Opportunities
  + Please see slides for CEU opportunities.
  + Please send any and all CEU opportunities for PDN providers to [privatedutynursing@dshs.wa.gov](mailto:privatedutynursing@dshs.wa.gov) if you would like to share.
  + Please share any future topics you would like to discuss.

**Questions & Answers**

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| **Question** | **Answer** |
| What specific skills and competencies should be included in the training program for newly hired PDN nurses to meet both regulatory and client care standards? | This is your decision as PDN contractor. It is your business. However, per PDN program requirements, we require at least 1 year of applicable experience providing care to the clients they will be caring for. I.e. if this is a vent client then the nurse would need to show they have at least one year of vent nursing experience. |
| Can you please tell me contact info for MICP? | Erika Parada- [Erika.parada@dshs.wa.gov](mailto:Erika.parada@dshs.wa.gov) She works for DDA and oversees the MICP program. She is a great resource. Please reach out to her if you have questions about this program. |
| Can we get a PDN contract for both a home health agency and an Adult Family Home  same time? | One contract. |
| Are there any age restrictions or special considerations outlined in our current PDN contract that would affect the acceptance of pediatric clients? | Please reach out to Erika to inquire about MICP. |
| Does the PDN contract specify any conditions regarding the types of clients (e.g., adult vs. pediatric) we are allowed to serve? | You may choose to serve children or adults. However, both contracts are held with DSHS. DDA has a MICP program, and I would encourage you reach out to Erika. If you have questions about adult PDN or PDN contract related questions, please reach out to [privatedutynursing@dshs.wa.gov](mailto:privatedutynursing@dshs.wa.gov) or [nursingcontracts@dshs.wa.gov](mailto:nursingcontracts@dshs.wa.gov) and send to Kaila O’Dell. |
| Do any of you in the future, foresee any kind of mandated RN Oversight programs? They are so hard to obtain | Thank you for alerting me to this issue. I will begin working on this project. |

**Helpful Links**

**Private Duty Nursing Washington Administrative Codes, 388-106-1000 to 1055:** <https://apps.leg.wa.gov/WAC/default.aspx?cite=388-106-1025>

**Billing Guide**: <https://www.hca.wa.gov/assets/billers-and-providers/providerone-billing-and-resource-guide.pdf>

**DDA Nursing Services Website:** <https://www.dshs.wa.gov/dda/nursing-services>

**HCS GovDelivery:** <https://public.govdelivery.com/accounts/WADSHSALTSA/subscriber/new?preferences=true#tab1>

**DDA GovDelivery**: <https://public.govdelivery.com/accounts/WADSHSDDA/subscribers/new>