



Missouri Department of Health and Senior Services

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MEMORANDUM FOR ALL HOME AND COMMUNITY BASED CARE PROVIDERS

FROM: Celesta Hartgraves, Director *Celesta Hartgraves*
Division of Senior and Disability Services

SUBJECT: Employee Disqualification List Administrative Review Form

The Division of Senior and Disability Services (DSDS) performs Adult Protective Services (APS) investigations that may involve a Home and Community Based Services (HCBS) provider employee. At the conclusion of each APS investigation DSDS staff will review the allegations and determine if the HCBS provider employee will be referred to DSDS Central Office (CO) for an Employee Disqualification List (EDL) review. If the employee will be referred, DSDS staff will send a copy of the CO EDL Administrative Review form to the employee's current employer.

This form is a courtesy notice from DSDS staff intended to inform the HCBS provider of the initiation of an EDL review and does not prohibit the employee's current and/or continued employment.

This memorandum has been placed in the HCBS Provider Information, Provider Memos section located on the DHSS Internet at the following link: <http://health.mo.gov/seniors/hcbs/memos.php>

Any questions regarding this memorandum should be directed to the Bureau of Program Integrity via e-mail at programintegrity@health.mo.gov or by phone at 573-526-8557.

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