

TERMINATION PROCEDURE

There are two types of termination: Cause and Convenience.

Cause (Agreement Violation which Sponsor initiates)

- Submission of false information on application
- Submission of false claims
- Simultaneous participation under more than 1 sponsor
- Meal pattern non-compliance
- Failure to keep required records
- Imminent threat to health or safety
- Conviction indicating lack of business integrity during past 7 years
- List is not all-inclusive
- State Agency may direct Sponsor to declare a Provider seriously deficient.

Convenience (Sponsor or Home may initiate)

PROVIDER:

- Personal/financial, temporary occupation
- Decision to change sponsors, subject to transfer limit

SPONSOR:

- Financial viability
- Cost effective assessment

If a Provider is found seriously deficient, the following procedure will follow:

Provider will receive written communication regarding nature of serious deficiency.

Corrective action will be required with a specified length of time (stipulated in letter).

Provider will respond within time limit as to corrective action taken (not to exceed 30 days). This may be followed up with an unannounced review for specific compliance.

If corrective action is appropriately taken, situation is resolved.

If corrective action is not taken or time line is not met:

Sponsor will propose termination for cause.

Propose disqualification of Provider.

Voluntary termination of Provider is automatic disqualification (not subject to appeal and lasts 7 years).

Letter sent to Provider – termination due to inadequate corrective action with procedures for appeal and status of program payments.

Termination of the Agreement

If Provider fails to appeal or loses appeal, Sponsor will:

- Issue Notice of Termination of Disqualification (lasts 7 years).
- Notify State Agency