California ALW provider enrollment Where to start

If you operate a Residential Care Facility for the Elderly (RCFE) or an Adult Residential Facility (ARF) and are applying for the first time, California's Department of Health Care Services (DHCS) reviews two applications separately. Your facility needs both for full approval under the Assisted Living Waiver (ALW).

Email the ALW program application

Use pages 1 and 2 of the DHCS checklist for the signed initial application, program provider agreement, residential settings attestation, and supporting records. Send the initial program application by email to ProFacWAIVER@dhcs.ca.gov.

Mail the Medi-Cal enrollment packet

Use pages 3 and 4 of the checklist. DHCS requires signatures and notarization on forms 6204, 6207 and 6208. Mail the packet with original wet signatures to the Provider Enrollment Unit at the address on the ALW provider enrollment page. Use the annual fee page for the amount that applies on the submission date.

If you already operate an enrolled facility

For a change of ownership or location, contact ProFacWAIVER@dhcs.ca.gov. For revalidation, contact WaiveProEnroll@dhcs.ca.gov. DHCS describes the documents for each situation in its provider enrollment steps.

Open the official DHCS references

RCFE and ARF provider enrollment steps and mailing address

ALW program and Medi-Cal application checklists (4 pages)

Medi-Cal provider application fees by calendar year

Reading on paper? Visit getalw.com/course-preview/ for the linked official sources.