**IHSS New Provider Enrollment Process**

* Before you can be a paid provider you must attend provider orientation. Orientation is held **BY APPOINTMENT ONLY** every Monday at 2 p.m. at the Mae Helene Bacon Boggs Building, 2420 Breslauer Way, Redding, CA 96001. **You will need to call 530-225-5507 to get an appointment to attend.** Please be there 10-15 minutes early to check in.
* At orientation, you must present **Social Security card** **AND valid photo ID** (unexpired driver’s license or ID card issued by DMV or other government agency – Military ID, passport, permanent resident card). We will not accept a copy of any of the above forms of identification and your name must match exactly on both documents. If it does not, you will not be able to attend orientation.
* Stay and attend Orientation.
* Complete IHSS required paperwork.
* Complete background check (Live Scan) within 90 days of orientation.

After all of the above steps have been **completed and passed**, you will receive a letter of eligibility. If for any reason, you are found ineligible to provide services, you will receive a letter of denial and cannot be paid through this program.

**When you receive your letter of eligibility, call the office for a 426A contract**

**IHSS OFFICE PHONE # (530) 225-5507**

The process of becoming an IHSS Provider takes approximately 3-4 weeks. If you are confident you will pass your background check, you can work for Recipients during this process and timecards can be issued retro-actively up to 90 days prior to your letter of eligibility. However, if you do not complete the process or you are found ineligible to be a Provider, you will not be paid through this program.

* **Only *Eligible* providers with a signed 426A-Recipient Designation of Provider form will be issued time sheets.**

Please call the IHSS office for more information.

**(530) 225-5507**

* If you need help finding people to care for, Public Authority helps match IHSS Recipients with quality Care Providers by keeping a registry of people who need in-home care and those who are approved to provide care. Contact them at (530) 229-8330 to get registered.