

Independent vs Agency DSP Requirements

	Independent Provider	Agency DSP
Getting started	You are responsible for getting fingerprinting – you pay fee and set up on own.	Agency provider is responsible for making sure that employees are fingerprinted. There may or may not be a fee to the employee.
	You must register for a Supplier ID number from Ohio Share Services (OSS) to get paid for the services you provide.	You do not need a Supplier ID number.
	You are required to obtain a National Provider Identifier (NPI) number through Ohio Medicaid.	You do not need to apply for a NPI number.
Education	Must have a high school diploma or GED	Must have a high school diploma or GED. There are special exemptions.
Age	Must be at least 18 years old.	People aged 16-17 can be hired to perform more limited duties as direct support assistants.
CPR/First Aid	Required to have CPR and First Aid certification – you pay fee and set up on your own	Required to have CPR and First Aid certification – may be available through the Agency at no cost.
Certification process	You are the applicant and must submit required documents for certification. An independent provider is prohibited from providing any supportive living services until certification is obtained from DODD.	Agency goes through certification process; you go through hiring process. There is nothing for you as an employee to submit to DODD for certification. May be able to start work quicker if being hired as DSP at agency once you have completed all required initial training and agency required trainings. An agency is prohibited from providing any supportive living services until certification is obtained from DODD.
	You are responsible for paying the application fee of \$125	The agency is responsible for applying for certification and pays the application fee.
	You are required to keep track of expiration dates and recertification deadlines	Agency is responsible for keeping documentation of DSP annual renewal dates to ensure compliance.
Training	You are responsible for completing the initial and annual training	Agency ensures you complete all required trainings, initially and annually. The agency may provide this training.
Employment	You are self-employed	You are employed by an agency.
Tax Responsibility	Self-Employment Tax Rules apply. You will need to seek tax preparation or legal advice.	Generally, agencies provide you with a W-2 with wage information to be used for tax purposes and you need to seek tax preparation or legal advice.
Compensation	Rates are set in Ohio Administrative Code, depending on the service delivered. You are only paid for	Benefits available and vary by agency. You may be paid for hours spent training.

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	delivering services. You are not compensated for time billing or training.	
Benefits	No benefits are provided because you are an independent contractor.	Benefits are available depending upon agency (holiday pay, holiday bonus or incentives). You could be eligible for medical insurance, dental insurance, optical insurance, life insurance, etc.
Individuals serviced	Individuals choose you through Free Choice of Provider process and you decide if you are a willing/able provider.	Individual chooses provider agency through Free Choice of Provider process and then may also be invoiced in deciding which DSPs works directly with them. You get assigned by your employer.
Hours/shifts	You may have more flexibility in scheduling but will be determined by individual receiving services.	Your employer will establish your work schedule and you may be able to give your preferred days and hours to your employer
	You are not mandated to work	May be mandated. May have to work other sites that agency owns – other homes or day programs when in need.
	If you are sick and cannot cover shift, it is your responsibility to contact your back-up support.	The agency is responsible to covering your shift with an alternative employee.
Insurance	You may have to hold liability insurance or vehicle insurance based on which services you provide.	Agency will typically cover all necessary insurances.
Transportation	You use your own vehicle.	You may have access to an agency vehicle for use.
Vehicle Insurance	You must be insured.	Agency will ensure that the driver has liability insurance.
Billing	You are responsible for submitting billing. The county board may be able to provide billing templates, examples and assistance. You may choose to hire a billing agent.	Agency submits billing.
Support	You have access to the SSA, Provider Support staff at the county board and the on-call system.	Agency may have a system of support that includes front-line managers, supervisory staff, administrators, and other DSP supports.
Compliance	You will undergo compliance review and be responsible for meeting rule requirements.	Your agency employer will go through a compliance review and will be responsible for meeting rule requirements.