

JANUARY 2026

KMAP GENERAL BULLETIN 25321

2026 HCBS Provider Qualifications Audit Process – Updates/Information

- A full audit was implemented in 2024, and this will continue. From 2020-2023, a limited audit was conducted focusing on general provider qualifications (staff background checks, Community Developmental Disability Organization [CDDO] affiliation agreements, Community Mental Health Centers [CMHC] license). In 2026, the full audit will continue, which includes general AND service-related waiver provider qualifications. Examples of service-related waiver requirements are training, education, licenses, and certifications for employees.
- Averifi will reach out via email to obtain a current list of HCBS employees. This list must include active, temporary, or variable staff, paid or unpaid. The list should also include volunteers, non-Kansas residents and IDD residential providers (foster families).
- From the list of employees, a sample is selected. Averifi will send an email with a list of selected employees and documents required for audit submission.
- Averifi will notify the provider of audit outcome. An audit failing for the following reasons will require provider action.

| Fail Reason | Provider Action |
|---|--|
| Adverse Finding | Reaudit conducted with new employee sample. |
| Background Check Result Obtained After Audit Initiated | Provide compliant results/documents. |
| Background Check Result Over 2 Years Old | And |
| Background Check Documents/Results Not Provided | Sign form indicating any HCBS Provider Qualification gaps in their policy/process will be updated and addressed. |
| Agency Requirement - Documents/Results Not Provided | |
| Service Worker Requirement - Documents/Results Not Provided | |

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- 7:30 a.m. - 5:30 p.m.
Monday - Friday

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Key Reminders about Employee Background Checks for HCBS Employees

- **NEW Required Background Check** – All HCBS employees must be searched on the National Sex Offender Registry site [Home | Dru Sjodin National Sex Offender Public Website](#) to see if listed. To ensure complete list of results, use the search by name function only.
- Background check results should already be done for all employees, on file, free of findings and less than 2 years old. Any results obtained after the audit begins will fail.
- All HCBS employees must be checked to see if they have been prohibited due to confirmation of abuse/neglect/exploitation in an adult care home. This is done by going to the KDADS Nurse Aide Registry site [KDADS](#). When searching you must receive a result indicating “No Prohibition.” You cannot employ an individual if you are unable to confirm prohibition status.
- For more information go to [Averifi Provider Portal](#).

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