

Anoka County Local Adult Rehabilitative Mental Health Services (ARMHS) Certification Process

All ARHMS providers need to be certified to provide services. There are two types of certifications necessary before a provider can begin to provide services, *Primary* and *Local*.

Primary Certification/Recertification is the responsibility of the Minnesota Department of Human Services (DHS). This certification process determines whether the provider entity appears to meet the applicable standards established in law 256B.0623. The process and application instructions/forms can be found at the [Department of Human Services Adult Mental Health Division](#). Please visit their web site for additional details.

Local Certification/Recertification is the responsibility of each county as the Local Mental Health Authority. The local certification ensures that the provider entity is knowledgeable of local health, human services, and community resources so the provider entity can effectively coordinate services consistent with local expectations. The provider entity must submit applications for Local Certification to all counties where they will provide ARMHS.

Primary and Local re-certification applications are required every three years or an alternative date as set by the Minnesota Department of Human Services, Adult Mental Health Division. Primary Re-certification applications and instructions can be found at the DHS web site.

NOTE: All provider application materials are public information.

Anoka County Local Certification/Re-certification Process:

1. Submit the Anoka County Local Certification/Re-certification Application (page 2-4) to:
ARMHS Certification
Anoka County Community Social Services and Mental Health
Program Planning and Support Services Unit
Anoka County Government Center
2100 Third Ave
Anoka, MN 55303
2. The Department of Human Services will e-mail the provider's Primary Certification/Re-certification application to Anoka County for review.
3. Anoka County will review the Local Certification/Re-certification application, along with the Primary Certification/Re-certification application, and determine whether or not to approve within 45 business days of the receipt.

4. If the application is approved, a letter will be sent to DHS and the provider with the recommendation for Primary Certification/Re-certification and notification the Local Certification/Recertification is approved. This letter will be your confirmation of Local County Approval. DHS will still need to give final approval for the Primary Certification/Recertification.

5. If the application is NOT approved, the provider will be notified with the reason(s). The provider may re-apply and the process starts over.

For Questions or to apply, contact:

Anoka County
Tracy Schirmers
763-323-6061

tracy.schirmers@co.anoka.mn.us