**Document Checklist For**

**Outpatient Gambling Treatment Services Providers**

[ ]  DDAP-EFM-1300 - Agency

[ ]  DDAP-EFM-1301 - Sole Practitioner

[ ]  DDAP-EFM-1307 - Staff Change

The following items are to be included with the application packet. Please submit the required documents. Applications with missing documents will be considered incomplete until the required documents are received and will not be processed.

[ ]  1. Copies of Valid Licenses

[ ]  2. Copies of Valid Certificates

[ ]  3. Copies of the Verification of Employment

[ ]  4. Copies of Training Certificates/Records

[ ]  5. Completed Application:

[ ]  Section A

[ ]  Section B

[ ]  Section C

[ ]  Section D (DDAP-EFM-1307 only)

[ ]  Section E (DDAP-EFM-1307 only)

If you have any questions, please feel free to give DDAP a call at 717-783-8200 and ask for the Treatment Division or send an email to: RA-DA\_GAMBLING@pa.gov