



Ohio Department of Mental Retardation and Developmental Disabilities

Ted Strickland, Governor

John L. Martin, Director

INITIAL APPROVAL LETTER

Date: September 18, 2009

Name:

RE: MBS CONTRACT NUMBER:

Dear Provider:

Your application for certification as an **HCBS Waiver** has been approved effective **August 17, 2009**. You have been approved to provide the following services:

Level 1 Transportation Homemaker Personal Care	Individual Options Transportation Mileage Homemaker Personal Care Adult Foster Care
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You may begin delivering services if you have completed the following:

- You have been **selected** to provide a service to a waiver recipient,
- You have met with the local county board of MR/DD.
- You have received a copy of the Individual Service Plan (**ISP**) and Payment authorization for Waiver Service (**PAWS**) document from your local county board SSA contact person prior to providing services. (The PAWS will indicate the exact number of units or hours of service you are allowed to deliver and bill for on an ongoing basis).

Once your Medicaid Provider Number has been obtained from the Ohio Department of Job & Family Services (ODJFS), you will receive a **Final Approval Letter**.

- The Final Approval Letter will include both your MR/DD Contract Number and the Medicaid Provider Number.
- You may only submit claims if you have established and reported to the department an e-mail address or you may submit claims through a billing agent.
- You will only be reimbursed for services delivered on or after your certification effective date to an individual for whom you have an ISP and an authorized PAWS.
- Information regarding the changes to PAWS and BILLING can be found on the Department's Website at: <http://odmrdd.state.oh.us/Includes/ePaws/ePaws.htm>

Due to the complex nature of income tax responsibilities, you are encouraged to consult with a tax professional regarding your specific situation.

Should you have any questions or require additional information, please feel free to contact the area of Certification toll free at (877) 289-3636 or (614) 644-5503.

Sincerely,

Certification Unit

Certification Services, 30 E Broad Street, 13th Floor, Columbus, OH 43215-2541

Voice: 614.995.7024 Fax: 614.728-7836

Web Site: <http://www.mrdd.ohio.gov>

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