

North Los Angeles County Regional Center
Board of Trustees Policy

Service Provider Billing and Attendance Files

Scope

This policy applies to all NLACRC service providers, except a vendor or provider whose services are paid for by vouchers, as that term is defined in Welfare and Institutions Code, 4512 (i) are exempt from the requirement of submitting billings electronically. Welfare and Institutions Code 4641.5(a)(1).

Purpose

To establish a policy to comply with Welfare and Institutions Code, 4641.5(a), Government Code 95020.5 (a), and California Code of Regulations, Title 17, section 50604, which requires all service providers to submit all billings electronically for services provided using the regional center e-billing system web application provided by the State of California's Department of Developmental Services (DDS).

Rationale

- Government Code, 95020.5 (a) states that all providers of early intervention services provided or purchased through a regional center shall submit all billings electronically for services provided on or after July 1, 2012.
- Welfare and Institutions Code, 4641.5(a) states that all vendors and contracted providers shall submit all billings electronically for services provided on or after July 1, 2012.
- Code of Regulations, Title 17, section 50604, subdivision (d)(3)(a-f) that requires all service providers to submit an attendance file.
- The DDS requirement that all service provider attendance file(s) be submitted electronically.

Procedure

- The center shall offer the "e-billing" program to all its service providers and provide training and technical support to service providers, as needed.

Exceptions to the Policy

- NLACRC's Executive Director may grant an exception to a vendor or provider who substantiates, with financial records or other written documentation, a financial hardship directly associated with submitting billings electronically to NLACRC using the e-billing program.