



January 31, 2019

Dear Choices Network Provider,

In 2014 as a temporary courtesy to our network providers, Choices decided to reimburse for Report Writing under certain circumstances. The decision to reimburse was determined due to the low number of providers who were adhering to the contractual reporting expectation. As we all are aware, Department of Child Services (DCS) requires that all monthly progress reports be submitted in the format that is indicated by the State. In addition, DCS requires that all monthly reports be submitted by the 10<sup>th</sup> day of the month, following the service.

With all consideration, please allow this notification to inform you that after March 1, 2019, Choices Coordinated Care Solutions will no longer offer reimbursement for Report Writing. However, it is indicated in the Choices Master Provider Agreement Article II B (3) where the Exhibit C is referenced. For Choices to provide DCS with the monthly report(s) as required, Choices expects its' contracted providers to submit monthly progress reports by the 5<sup>th</sup> day of the month, following the service.

We hope that all network providers will remain in compliance with the Choices contractual agreements which include monthly report requirements. It is critical that all reporting requirements be met and submitted to the Choices Care Coordinator as indicated in the Exhibit C timeline.

If you have questions regarding these reporting requirements, please do not hesitate to reach out to your Choices Provider Relations designee.

Sincerely,

*TaWanda Dent*

VP of Community and Provider Relations

*Jennifer Tackitt-Dorfmeier*

Indiana Executive Director