



222 South College, 2nd Floor • Springfield, IL 62704

MEMORANDUM

TO: Early Intervention Providers

FROM: Janet D. Gully, Chief
Bureau of Early Intervention

A handwritten signature in black ink, appearing to read 'Janet', is placed over the 'FROM' line of the memorandum.

DATE: July 18, 2006

RE: Typewritten Claims

In an effort to increase claims processing accuracy and efficiency, all claims received at the Early Intervention Central Billing Office on September 18, 2006 or later must either be submitted electronically for Qclaims processing or typewritten if submitted on paper.

All handwritten paper claims received after this date will be denied and must be resubmitted according to these guidelines in order to receive payment consideration.

If you have any questions regarding this change, please contact the Early Intervention Help Desk at 1-800-654-8540.