

FY 2014-2015 FDCH

Adding New Providers

1. Sponsor sends notification of a new provider , including license and pre-op visit to the State Agency no later than the 25th of the month prior to the provider start date.
2. The State Agency will start a site sheet for this provider by the 15th of the month the provider begins, and send notification to the Sponsor.
3. The Sponsor will complete the site by the 30th of the month the provider begins, and send notification to the State Agency.
4. The State Agency will approve the site sheet no later than the 5th of the month that the claim for the starting month is submitted.