

Form 2 (Roster of Services Delivered)

You can use a Form 2:

- To keep track of your time
- To send to your billing agent if you use one
- To keep for your records

Environmental Modification Claims

All Environmental Modification Claims and Adaptive & Assistive equipment claims must be approved through the PAWS process. The PAWS establishes each service that is authorized, the Provider who is approved to provide the service, the maximum rate of reimbursement for each service, and the date span during which the service may be provided. Reimbursement shall not exceed the maximum rate established by the PAWS. **Providers will not be reimbursed for sales tax.**

- Adaptive & Assistive Equipment Claims must include the following:
 1. Completed Form 2.
 2. Provider's Invoice
- Environmental Modification Claims must include the following:
 1. Completed Form 2.
 2. Provider's Invoice
 3. Completed Verification of Environmental Modification Form. A master Verification of Environmental Modification Form is available on the ODMRDD website. This form may be reproduced as needed and must be signed by an authorized County Board representative.

Environmental Modifications and Adaptive & Assistive Equipment claims **must** be submitted in paper format to ODMRDD, Medicaid Payment and Support, Waiver Billing Unit via fax at 614-466-7359 or mail to ensure prompt processing (See page 1 for address).

NOTE: These claims **cannot** be submitted electronically.

Environmental Modifications and Adaptive & Assistive Equipment claims require an additional level of processing. This additional processing causes these claims to extend beyond the 21-day processing timeline for personal service claims. These claims require a minimum of thirty (30) days to be processed for payment.

