



An Integrated Approach to the Delivery of Community Health Services

QuikTip: Understanding Service Authorizations

Child and Family Connections (CFC) agencies enter service authorizations for Early Intervention (EI) services into the Cornerstone system. This information is then available in report format via the EI – Authorized Provider Services Report (HSPR0771) or the EI – IFSP Report (HSPR0777).

EI – Authorized Provider Services Report (HSPR0771)

The EI – Authorized Provider Services Report (HSPR0771) provides a summary of Early Intervention participant demographic data and authorized provider services, and is generally used during the intake period. This report communicates important billing data to the authorized service providers regarding each Early Intervention client's approved services.

EI – IFSP Report (HSPR0777)

The EI – IFSP Report (HSPR0777) allows the service coordinator to print a single report containing all the information captured in Cornerstone that is pertinent to the Individualized Family Service Plan (IFSP). This report consolidates selected information from four other Cornerstone reports:

- Selected information will be printed on the IFSP Cover Page based on the Participant Enrollment Information Report (HSPR0770).
- Selected Participant Forms will be printed from the Participant Forms screen (CM10).
- Selected assessments will be printed based on the Assessment History Report (HSPR0207).
- Information from the Authorized Provider Services Report (HSPR0771).

This report is run by the service coordinator after developing the IFSP. This is a family-focused document that contains important information regarding the child and the family. The IFSP is given to the family and service providers, as well as to other related parties as necessary.

Tips

The following tips are provided to avoid delays in the processing of your claims:

- Verify that all information on the Service Authorization is correct. If ANY information is not correct, contact the Child and Family Connections agency immediately.
- Claims will be paid only if the service provided matches the Procedure Code on the Service Authorization.
- If the child requires increased frequency or length of service, or additional services beyond what you have been authorized to perform, please contact the Child and Family Connections agency immediately.

If you have questions regarding a Service Authorization, contact your Child and Family Connections agency.