POLICY ALERT

Date: July 1, 2008

To: Child and Adult Care Food Program-Adult Day Care (CACFP-ADC) Contractors

Subject: Revised Form H1532, Claim for Reimbursement, and Form H4535, Title XIX/XX Certification – Adult Day Care, and Instructions

Effective Date: July 1, 2008

Purpose

NOTIFIES CACFP-ADC contractors of the revised Form H1532, Claim for Reimbursement, and Form H4535, Title XIX/XX Certification – Adult Day Care, and Instructions. Forms H1532 and H4535 were revised because of the launch of the new electronic claims payment system, Special Nutrition Automated Processing System (SNAPS).

Implementation

July 1, 2008

Procedure

Forms H1532 and H4535 have been revised to work with the new claims payment system, SNAPS. There have been insignificant changes to the CACFP-ADC Section of Form H1532; however you should review the claim form and instructions carefully before using. Form H4535 has significant changes for sponsoring organizations that sponsor both nonprofit and proprietary for-profit centers, so read the revised Form H4535 and instructions thoroughly before using.

Begin using the revised Forms H1532 and H4535 dated July 2008 immediately to submit any claims or amended claims for services provided during a prior month(s) or future month(s) that cannot be submitted using SNAPS.

NOTE: It may take up to 45 days to process valid paper (mailed, faxed, hand delivered) claims.

Please destroy existing supplies of Forms H1532, H4535 and instructions with a version date different from version date July 2008. You must replace Forms H1532, H4535 and instructions in the Forms Section of your Handbook with the July 2008 version attached.

Contract

If you have any questions please contact your Food and Nutrition Field Operations Office.

ATTACHMENT

This Policy Remains in Effect Until Further Notice