TODD STAPLES, COMMISSIONER

POLICY ALERT

Date: July 1, 2008
Reference: # NSLP/SBP 2008-23
To: National School Lunch Program/School Breakfast Program (NSLP/SBP) Contractors
Subject: Revised Form H1532, Claim for Reimbursement, and Instructions
Effective Date: July 1, 2008

Purpose

NOTIFIES NSLP/SBP contractors of the revised Form H1532, Claim for Reimbursement, and Instructions. The Form H1532 was revised because of the launch of the new electronic claims payment system, Special Nutrition Automated Processing System (SNAPS).

Implementation

July 1, 2008

Procedure

Form H1532 has been revised to work with the new claims payment system, SNAPS. There have been significant changes to the NSLP/SBP Section of Form H1532; so review the revised Form H1532 and instructions thoroughly before using.

Begin using the revised Form H1532 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 Form H1532 and instructions with a version date different from version date July 2008. You must replace Form H1532 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