**Section 500.120 Billing Procedures**

a) Authorized services and devices shall be billed through the Department's centralized billing system.

b) Individual providers enrolled pursuant to requirements set forth in Section 500.60 may receive payment for authorized services and devices.

c) Direct services, equipment and supplies shall be reimbursed at a Department established rate.

d) Services and devices shall be authorized prior to delivery in order to be reimbursable.

e) EI providers shall bill the Department's centralized billing system as payor of last resort for authorized services, equipment and supplies pursuant to requirements set forth in Section 500.115. Bills must be submitted to the Early Intervention Services System in accordance with billing instructions provided to the EI provider by the System.

f) Providers shall maintain and make available to the System, for a minimum of 6 years, adequate books, records and supporting documents regarding provision of and billing for services and devices, and shall comply with other recordkeeping requirements set forth in Section 500.110.

g) Payments are subject to the restrictions set forth in the Illinois Public Aid Code [305 ILCS 5/11-3].

(Source: Amended at 40 Ill. Reg. 9491, effective June 29, 2016)