

Memorandum

To: All Initial and Primary BabyNet Service Coordinators
BabyNet Service Providers

Fr: Kristie K. Musick
BabyNet State Director

Re: Enrollment of BNSPs in BRIDGES

Da: 27oct14

BRIDGES Enrollment of BabyNet Service Providers

1. BabyNet Service Providers with Contracts and Enrolled in BRIDGES
Most BabyNet contracted providers have enrolled in BRIDGES and are currently entering evaluations/assessments, service notes, and billing information. Hard copies of BabyNet Service Fund Authorizations are NOT required for these providers.
2. BabyNet Service Providers with Contracts, not yet Enrolled in BRIDGES
 - a. There are still contracted providers serving BabyNet eligible children who have not yet enrolled in BRIDGES. BabyNet State Office (BNSO) continues to work with these providers to assist them in enrolling in the system. A complete list of all contracted providers, regardless of their BRIDGES status, has been shared with Jasper DSNB and BabyNet Program Managers for distribution to SPOE and BabyNet Service Coordinators. Until further notice, BabyNet Service Coordinators should:
 - i. Check this list to determine if the BNSP is under contract with the Lead Agency.
 - ii. If a service is added to planned services but the name of the BNSP does not appear in the BRIDGES drop-down list, the PSC should enter these providers/services in "other services" (Section 5 on the IFSP screen in BRIDGES); AND
 - iii. Issue that provider a paper BabyNet Payment Authorization form.
 - iv. If the BNSP Agency appears in the drop-down list, but not the name of the individual provider, the PSC should tell the provider to contact TECS to follow-up on the status of BRIDGES access.
 - b. Please refer to the attached documents for unlocking IFSPs and administrative change reviews for IFSPs that have already been finalized. BabyNet State Office will notify all personnel when paper authorizations will no longer be accepted.
3. Providers without Contracts
Just as a reminder, providers without a contract with the BabyNet Division of South Carolina First Steps to School Readiness WILL NOT appear in neither the list of contracted providers nor BRIDGES Provider Matrix (searching the matrix by either the BNSP name or service is the most efficient). The services provided by these individuals can be included in the other services section of the IFSP, but federal BabyNet Service Funds cannot be used to pay these individuals, and no BabyNet Service Fund Authorizations should be completed for these individuals.