Local System Fiscal Officer Orientation

□ Orientation Introductory Modules: Fiscal Officer – <http://www.veipd.org/main/sub_local_sys_mgt.html> (under eLearning/Presentations/Webinars)

□ Part C fiscal Management

* Handout 13 Subpart F—Use of Funds and Payor of Last Resort (IDEA’s verbatim regulations) - <https://www.parentcenterhub.org/wp-content/uploads/repo_items/legacy/partc/handout13.pdf>

□ Virginia Department of Medical Assistance Services Early Intervention Provider Manual Chapter 4: Covered Services and Limitation and Chapter 5: Billing Instructions – [https://www.virginiamedicaid.dmas.virginia.gov/wps/portal/ProviderManual/!ut/p/z1/04\_Sj9CPykssy0xPLMnMz0vMAfIjo8zivQJMHA2dDAx9DVzdDA0cjR1NXYAcIwMfE\_1wsAIDHMDRQD-KGP14FEThNz5cP4qQkoLc0AiDdEVFALarFmY!/dz/d5/L2dBISEvZ0FBIS9nQSEh/p0/IZ7\_JP4A1B01M0EF10A3A5D01M20D3=CZ6\_JP4A1B01M0EF10A3A5D01M20L4=LA0=Ejavax.servlet.include.path\_info!QCPVAProviderManualsPortletView.jsp==/#Z7\_JP4A1B01M0EF10A3A5D01M20D3](https://www.virginiamedicaid.dmas.virginia.gov/wps/portal/ProviderManual/%21ut/p/z1/04_Sj9CPykssy0xPLMnMz0vMAfIjo8zivQJMHA2dDAx9DVzdDA0cjR1NXYAcIwMfE_1wsAIDHMDRQD-KGP14FEThNz5cP4qQkoLc0AiDdEVFALarFmY%21/dz/d5/L2dBISEvZ0FBIS9nQSEh/p0/IZ7_JP4A1B01M0EF10A3A5D01M20D3%3DCZ6_JP4A1B01M0EF10A3A5D01M20L4%3DLA0%3DEjavax.servlet.include.path_info%21QCPVAProviderManualsPortletView.jsp%3D%3D/#Z7_JP4A1B01M0EF10A3A5D01M20D3)

□ Department of Medical Assistance Services Finance and Billing Information for Providers - <http://www.dmas.virginia.gov/#/providerinformation>

□ Infant & Toddler Connection of Virginia Practice Manual - <http://www.infantva.org/Pr-PracticeManual-Forms.htm>

* Chapter 5: Eligibility Determination
* Chapter 7: IFSP Development - Entitled services p. 26
* Chapter 11: Finance and Billing

□ Review the Local Part C Contract

* Section 4.0 Fiscal Assurances
* Attachment B - Budget, Revenue and Expenditure Reporting Forms, Federal Balance Report
* Attachment E – Local Contract Deliverables by Month

□ Fiscal Form Tutorials – <http://www.veipd.org/main/sub_local_sys_mgt.html>
(under eLearning/Presentations/Webinars)