

OKLAHOMA DEPARTMENT OF REHABILITATION SERVICES COMMUNITY REHABILITATION PROVIDER (CRP) INVOICE

CRP Invoice and Supporting Documentation submitted electronically to be approved for payment by the DRS Counselor. Proper invoices documenting the provision of services and/or proper claims for reimbursement of travel expenses pursuant to the contract for services shall be submitted within ninety (90) calendar days of the provision of those services and/or incurrence of those travel expenses. Supporting encumbrances may be canceled upon a lapse of six (6) months from the actual provision of services and/or incurrence of travel expenses pursuant to the contract for services, unless specified otherwise in the Contract.

Case ID (CID) Number:

Individual's Name:

CRP Business Name:

Select Correct Contract:

Counselor Name:

Milestone/Service Start Date:

Authorization Begin Date:

Milestone/Service End Date:

Authorization Number:

Priority Group:

INSTRUCTIONS: Enter the CRP Invoice Number generated by the CRP business, the Milestone or Service Code, and the Amount or Rate Invoiced in the correct spaces below.

CRP Invoice Number	Milestone or Service Invoiced	Amount Invoiced

I certify I have provided the services listed on this invoice in accordance with the Employment Services Contract, Oklahoma Administrative Rules, the IPE and Client choice; and I have submitted all supporting documentation required pursuant to the contract and rules. Therefore, I hereby request payment for the service(s) rendered.

CRP Authorized Signature:

CRP Authorized Signer Printed Name:

CRP Invoice Submission Date:

The State of Oklahoma has forty-five days from receipt of a proper invoice documenting the provision of services and/or receipt of proper claim for reimbursement of travel expenses pursuant to the contract for services to make payment to the Contractor (CRP).. Invoices/claims shall be sent to the DRS Counselor who authorized services for each client. The DRS Counselor's name, address, and telephone number are shown on each DRS client's Authorization for Purchase. If the State of Oklahoma fails to make payment within the forty-five (45) days, the Contractor (CRP) is eligible to receive interest on the unpaid balance due as per State of Oklahoma Statutes. The Contractor (CRP) is responsible for claiming the interest. Pursuant to 2 C.F.R. § 200.407(n), 2 C.F.R. § 200.441, the DRS shall not use federal funds or non-federal funds used for vocational rehabilitation (VR) match to pay interest assessed for late payments to the Contractor (CRP). The Divisions of Vocational Rehabilitation (VR) and Services to the Blind and Visually Impaired (SBVI) will only pay for approved services outlined in an individual's signed, effective IPE and are authorized on the Authorization for Purchase. VR/SBVI requires pre-approval in the form of an Authorization for Purchase before all services are provided to DRS individuals.