



Eric Holcomb, Governor
State of Indiana

Division of Disability and Rehabilitative Services
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To: Vocational Rehabilitation Services vendors
From: Kylee Hope, Director, Division of Disability and Rehabilitative Services
Theresa Koleszar, Director, Bureau of Rehabilitation Services
Re: VR Claims Payment System
Date: February 8, 2018

The Division of Disability and Rehabilitative Services, Bureau of Rehabilitation Services has contracted with Public Consulting Group (PCG) to implement an electronic Claims Payment System (CPS) for Vocational Rehabilitation (VR) service vendors for the submission of invoices and payment of claims. Once the CPS is implemented, all payments to VR vendors will be processed through CPS. In order to prepare for this change in billing practices, all VR vendors must complete the new vendor registration process in CPS. If you are a current VR service or product vendor, this includes re-submitting all information and documentation you may have previously provided when you initially began providing VR services.

VR service vendors are individuals, businesses or organizations who receive payment from VR for the provision of services or devices to VR participants. Please see the Vocational Rehabilitation Services Manual for more information, which is available on the [VR Vendor Registration webpage](#).

Vendor registration will be available, beginning March 1, 2018. PCG will conduct several live webinar sessions to assist vendors with the registration process as follows:

Day / Date	Time	Training Registration Link
Wednesday, February 21, 2018	12 p.m. – 1 p.m. EST	Click Here
Thursday, February 22, 2018	11 a.m. – 12 p.m. EST	Click Here
Friday, February 23, 2018	12 p.m. – 1 p.m. EST	Click Here
Monday, February 26, 2018	11 a.m. – 12 p.m. EST	Click Here
Tuesday, February 27, 2018	9 a.m. – 10 a.m. EST	Click Here
Wednesday, February 28, 2018	4 p.m. – 5 p.m. EST	Click Here

Learning objectives for this training:

- Learn how to log into the CPS Vendor Dashboard
- Learn how to complete vendor registration

Registration will be limited to 85 participants per session. All sessions will be live-captioned. A

recorded webinar will be available following completion of all sessions for service vendors unable to participate in a live session. The recording will be posted on the [VR Vendor Registration webpage](#).

Additional instructions for VR CPS registration is forthcoming, including a link to the portal.

All VR service vendors are required to register in the CPS. Please note that the upcoming training webinars are specific to vendor registration, which will be available beginning March 1, 2018. Information about submitting and processing claims through CPS is forthcoming, and training will be scheduled for this spring.

Additional information about the VR CPS can be viewed on the [VR Vendor Registration webpage](#).

Any questions regarding PCG trainings can be directed to INVRclaimpay@pcgus.com. Please include in the subject line: Training Course, Agency Name and Primary Contact

