

UCP of Central Minnesota

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TRANSPORTATION PROVIDOR PAYMENT INFORMATION

Because we are a nonprofit fee for service waiver provider for the state of MN here is how it works:

- We arrange the service to be provided by you.
- At the end of the month we receive a statement or invoice from you.
- We enter that information into the billing portal for the state of MN.
- The cut off dates to enter bills is midnight every other Thursday night
- The state sends us a report of what the payment status is for each of the clients we service on the following Tuesday.
- We receive the actual funds that same week Friday.
- Then we can pay our vendors.

Here is an example:

- We receive a statement/invoice October 4 (Friday)
- We can submit for billing up to October 10 (Thursday)
- We receive the payment report October 15 (Tuesday)
- The funds are deposited into our account October 18 (Friday)
- We process checks in BankVista to vendors October 21 and 22 (Monday and Tuesday)
- BankVista process and mails the checks directly to the vendors.
- This cycle repeats every 2 weeks.

By state law, we **cannot** bill the state until the service has been provided and we only bill for the service provided. (some clients have a different amount every week or month). This means we cannot pre-bill for your services even if we know that the amount will be.