



A Guide to Anywhere Vendor Info

The Vendor Info page tracks all information surrounding a vendor at a county board. Vendors are used in the OISP, billing and FSS. This page is a **read only version**.

List of Topics

- Vendor Listing
- General
- Services
- UCR
- Provider Type
- Certification
- Location Review

Vendor Listing

Users can access the Anywhere Vendor page by clicking on Authorizations/Vendor Info. A listing of all vendors will display based on the filter criteria used.

- To search for a specific vendor, enter a portion of the name in the 'Search Vendor' field. A listing of possible matches will appear at the bottom.

Welcome, Arletta Hinger

FILTER

Search: wil

Filtered By: Vendor: ALL DD Number: ALL Local Number: ALL In Good Standing: ALL In Home Services: ALL Taking New Referrals: ALL Funding Source: ALL Service Code: ALL

Name	DD Number	Local Number	Contact	Phone
Willing Hands	1809789			

- Users may choose by clicking on the name of the vendor.
- To utilize the filter, click on the Filter button at the top of the page. A listing of filter options will display in the pop-up. Users may choose one or more filter options.



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Vendors
ALL

DD Number

Local Number

In Good Standing
ALL

In Home Services
ALL

Taking New Referrals
ALL

Funding Source
ALL

Service Code
ALL

APPLY CANCEL

- Once chosen, click apply.
- The page will also display the DD Provider number, a Local ID number, Contact information and a phone number.
 - Click on the appropriate vendor to open detailed information.
 - The page will open with 6 tabs along the top of the record.
 - In each tab, basic information is broken into sections for ease of locating what is needed.

General

There are 4 sections in the General tab and include Contact Information, Ohio ISP Information, Billing/Authorization, and Miscellaneous.

- Contact Information contains all demographic information about the agency. Those highlighted in green are required to receive a Salesforce ID when transferring the OISP.

Contact Information

Name
ABC Agency, Inc.

Contact Name

Contact Phone

Contact Email

Address 1
123 ABC Court

Address 2

City
Columbus

State
OH

Zip Code
23432

Phone
1111111111



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- Ohio ISP Information contains required information needed to transfer plans to DODD with the vendor information included. Those highlighted in green are required to receive a Salesforce ID when transferring the OISP.
 - For those transferring plans, users may easily identify if a vendor does not have a Salesforce ID before sending the plan to DODD.

Ohio ISP Information

First Name	Last Name	Birth Date	Building Number
Salesforce ID			
0013R000003rHX4QAQ			

- The Billing/Authorization section is a listing of all ID's issued based on the vendor and what billing occurs. *Note: The MH State Number, TDD State Number, NPI, and MH NPI are no longer valid fields but are maintained for historical purposes only.* The field highlighted in green is required to receive a Salesforce ID when transferring the OISP. The field highlighted in yellow is required if the vendor is a Local Provider ONLY.
 - If the vendor is a DODD certified provider, then the DD State Number must be filled in. If the vendor is a local provider ONLY, then the county board should issue an internal Local ID that is created by that county.

Billing/Authorization

DD State Number	EIN	Submitter	Local Number	SSN
1234567		1234567	2345	
Sender	MH State Number	TDD State Number	NPI	MH NPI
1234567	9999999999999999			9999999999

- The Miscellaneous section further breaks down services offered by this vendor.
 - Report filters are available for those with 'In Good Standing' and 'Taking New Referrals' in order to identify vendors for the individual.
 - The 'In Home Services' and 'Sanctions Administered' are for view only with no reporting.
 - FSS Vendor is required for those using FSS Module. This allows the system to pull only FSS-chosen vendors.

Miscellaneous

- In Good Standing
- Taking New Referrals
- FSS Vendor
- Sanctions Administered
- In Home Services



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Services

This tab is a listing of services assigned for this county.

- The listing includes Funding Source, Service Code and Service Description. This is typically used for those counties choosing to use Provider Pool.

UCR

A UCR (Usual and Customary Rate) is utilized in billing to bill at a lower rate than the typical Medicare rule reimbursement rate. Rates will not bill higher than the Medicare rule required rate, but may be changed for a period of time to charge DODD a lower rate.

- This page lists the following information: Service Code, Group Size (if appropriate), Service Location (County), CDB Category (assigned by DODD), Assessment/Acuity Score (if appropriate), Start/End Date and the UCR for this code.

ABC Agency, Inc. (111) 111-1111
DD Number: 1234567
Local Number: 2345 BACK

General Services **UCR** Provider Type Certification Location Reviews

UCR							
Service	Group Size	Service Location	CDB Category	Assessment/ Acuity Score	Start Date	End Date	UCR
LDS		Allen	6	6	01/01/2010	12/31/2050	\$30.50

Provider Type

Provider Type defines an agency's type.

- Agencies can have more than one type listed. Typically county boards utilize this information to only pull specific agency types when searching for a listing of providers available for the individual.
- The page will display the Provider Type, Start/End date, Note field.



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ABC Agency, Inc. (111) 111-1111
DD Number: 1234567
Local Number: 2345 BACK

General Services UCR **Provider Type** Certification Location Reviews

Provider Type

Provider Type	Start Date	End Date	Notes
Day Services	01/01/2021		
Homemaker/Personal Care	01/01/2010		

Certification

The Certification page can be used in multiple ways. It can define a county’s internal certification requirements, as well as the DODD certification process. This is not a required page, but county boards may utilize to stay on top of upcoming certification changes with the provider.

ABC Agency, Inc. (111) 111-1111
DD Number: 1234567
Local Number: 2345 BACK

General Services UCR Provider Type **Certification** Location Reviews

Certification

Certification	Start Date	End Date
CPR	01/01/2012	12/31/2012
Health Department	01/01/2012	12/31/2013
DODD Provider Certification	01/01/2023	

Location Reviews

The Location Review page tracks county defined reviews along with date of review, completed date and who is responsible for the review. See Location Review documentation for further information.

ABC Agency, Inc. (111) 111-1111
DD Number: 1234567
Local Number: 2345 BACK

General Services UCR Provider Type Certification **Location Reviews**

Location Review

Location	Review Type	Due Date	Completed Date	Responsible Staff
ABC	Nursing QA	01/01/2025		
ABC	Nursing QA	01/01/2022	12/15/2018	Joseph Eaton
ABC	Nursing QA	01/01/2019	12/23/2018	Helena Abbott



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This document was written with the assumption that the security for this module/function is already in place. For additional information, please see the related set-up guide or contact your systems administrator.