Mid-South Substance Abuse Commission
Delayed Billing Log

Program:_____

Please complete this log when you have a date of service that will be billed beyond 30 days due to pending authorizations or payment is pending from an insurance company. **When the unit is ready to be billed, place an "X" in the Ready to Bill cell. The override will be turned off so the unit may be billed.**

Date of Service	Client SSN	Client Name	Funding Source (Block Grant, ABW or Medicaid)	CPT Code	Anticipated Bill Date	Reason for Delay in Billing	Ready to Bill

Please return completed form to Jill Gawronski, Finance Assistant. Phone 517 337-4406 ext. 115 Fax: 517 337-8578. Thank you.

Completed by:_____ Date Completed:_____

Office Use Only	
Date Completed:	
Completed by:	