



500 Nash Medical Arts Mall
Rocky Mount, NC 27804
252-937-8141

THE BEACON CENTER
Local Management Entity for Mental Health,
Developmental Disabilities & Substance Abuse Services

Referral Line: 252-407-2474
or 888-893-8640
www.thebeaconcenter.net

Karen Salacki, Area Director

MEMORANDUM

To: Provider Network
From: Linda Hawley, Director of Quality Management and Provider Relations
Date: September 1, 2011
Re: Hurricane Related Extension

Due to the recent Hurricane and related communication issues, curfews and emergency status in many areas in our catchment area we will be extending deadlines for billing, submission of Plans of Correction and any other documentation submissions for our Provider Network. This is related to items that are due to or from The Beacon Center only. This extension **only** applies to items that were in process or were due during the dates of August 27, 28, 29 and 30th. When you calculate deliverables that are due to The Beacon Center or from The Beacon Center to you we will not be including the dates of August 27, 28, 29 or 30th.

For example if your agency needs to submit a Plan of Correction and your ten calendar days for submission started on August 25th then you count August 25, 26, 31, September 1, 2, 3, 4, 5, 6 with your due date being September 7, 2011.

If you have a question about a specific deadline and it is related to Contracts and Billing please contact your Contract Specialist. If it is related to Complaints or Advocacy please contact your Consumer Affairs Specialist. If it is related to any other issue or you are unsure who to contact please contact your QA Specialist. All of this information is on The Beacon Center Provider Network Staff Assignments Form which is located on our website. You can locate this document by going to www.thebeaconcenter.net then go to *For Providers*, then *Providers Resources/Forms*, select *Provider Relations* and then click on the first document which is called *2011 QA/Contracts/Advocacy Monitoring Assignments*. You can then call our main number (252)937-8141 and ask for the person that you need to speak to.