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

Referral Line: 252-407-2474  
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[www.thebeaconcenter.net](http://www.thebeaconcenter.net)

*Karen Salacki, Area Director*

## MEMORANDUM

To: Provider Network  
From: Linda Isbell  
Date: November 21, 2011  
Re: Triple Time Frames for Endorsement

In Implementation Update #92, dated November 10, 2011 it stated: Effective the date of this Implementation Update, LME's are authorized to triple time frames until further notice. With LME's involved in merger activities and 1915 (b) (c) activities the extension of the endorsement process will help the LME's adequately evaluate provider qualifications for endorsement. We expect that LME's will prioritize endorsement for evidenced-based services that are critically needed within its catchment area. The authorization to triple the endorsement time lines apply to all time lines related to the LME's completion of the endorsement process. The triple time frame does not apply to provider wait time to re-apply if an endorsement is denied or withdrawn or the three year re-endorsement requirements and appeal process.

The Beacon Center will begin the implementation of triple time frames effective December 1, 2011. Any endorsement applications received at The Beacon Center beginning December 1, 2011 will be under the triple time frames.

In order to prioritize critical needs within our catchment area we have established an **Endorsement Expedite Process**. If you submit an application that you believe is critical to the needs of the consumers in our catchment area and you would like our agency to consider expediting your application, you must include a cover letter that includes the following:

- A statement as to why you believe it is critical that our agency needs the service within our catchment area that you are requesting to provide.
- Data to include the current number of service providers endorsed for the service, status of any waitlists held by current service providers and an explanation as to why the current network is unable to meet the needs of consumers in our network.
- A copy of the service needs and gap analysis that your agency has conducted to support your request for our agency to expedite your application.

Please submit this information with your application. The cover letter should be addressed to Linda Isbell. If you have any questions please email them to me at [lindaisbell@thebeaconcenter.net](mailto:lindaisbell@thebeaconcenter.net).