



Date: August 9, 2018

To: Home and Community-based Services Providers  
Texas Home Living Providers

Subject: Information Letter No. 18-09  
**Fiscal Year 2018 Cutoff Date for Year-end Closeout  
Processing**

This letter notifies providers of the following important claims processing cutoff dates. Please review the information detailed in the remainder of this letter.

Fiscal Year 2018 Claims Processing Cutoff: **Noon, Friday, August 24, 2018**

#### End of Fiscal Year Processing Schedule

For claims received by noon on:	Comptroller expected to issue warrant on:
▪ August 24, 2018	▪ August 30, 2018
▪ August 31, 2018	▪ September 6, 2018

**Important:** The date payments are issued to your account will vary by financial institution. To obtain information about the status of claim payments, providers may access the Texas Comptroller of Public Accounts website at <https://mycpa.cpa.state.tx.us/securitymp1portal/displayLoginUser.do> and choose the ***Search State Payments Issued*** link.

All providers should continue to enter claims as usual throughout the fiscal year 2018 claims processing closeout period.

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Providers may refer questions to HHSC Provider Claims Services at (512)  
438-2200, Option 5.

Sincerely,

[signature on file]

Katherine Scheib  
Deputy Associate Commissioner

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