

## GENERATING A VOUCHER FOR A SEXUAL ASSAULT SURVIVOR'S FOLLOW-UP

1. Once you are registered to use MEDI, you merely log in, select the MEDI link on the first page, and then select the ERSASS\* Application.
2. To register a patient you enter the patient's first and last name, the patient's date of birth, and the hospital date of service.
3. You must then answer whether the patient was diagnosed as a sexual assault or if a State Police forensic kit report form was completed.
4. Once you answer the diagnosis question, the system will begin to register the patient.
5. As the ERSASS System is processing the patient's registration, the system also checks to see if the patient has Illinois Medicaid eligibility.
6. If the patient you are entering has Illinois Medicaid, the system will inform you of their eligibility and will direct you to bill Medicaid instead of the Illinois Sexual Assault Program.
7. If no Medicaid eligibility is found, the registration is completed and you can then print an "Authorization for Payment Voucher," as well as an information sheet to explain the Voucher's use to the patient.
8. A third page will print as well. This page is for the hospital's use, to send with their records to their billing department. It is merely a reminder sheet that lists all of the charges that can be billed as part of the sexual assault claim.
9. With the "Authorization for Payment Voucher" the patient is now eligible to receive follow-up services outside of the hospital.
10. We ask that the hospital provide these papers to their patients prior to discharge, and inform the patient that they will need to bring it to **all** follow-up visits. The provider can make a copy, but the patient should be sure to get the voucher back, so they can take it to the next visit or provider.
11. A voucher is valid for 90 days from the patient's initial hospital ER visit. This 90 days of coverage cannot be extended.

\*Early Registration of Sexual Assault Survivors System (ERSASS)