**Proposed Communication to be sent to all vendors:**

Effective July 1, 2020, the Georgia Vocational Rehabilitation Agency/VR started issuing payments to all providers via Automated Clearing House (ACH).  Our goal is to maximize the efficiency of electronic payments by minimizing the number of paper checks GVRA/VR issues. We have updated our Case Management Data System (AWARE) and have streamlined our payment processing to ensure your payments are made in the most cost-conscious and reliable method.

*How does this benefit me?*  Your payment will be confidential, should never get lost in the mail and should rarely be delayed in transit. You will also have access to your money faster than paper check deposits, as quickly as two (2) days from payment issue.

Should you receive a paper check after the effective date, please contact your Provider Relations Specialist immediately so that we may obtain your most current banking information.  You will need to complete the ***Vendor Management Form*** (VMF) and provide us with ***a voided check and/or signed bank letter***.  The two documents should be forwarded to your respective Provider Relations Specialist.  If you do not know your Provider Relations Specialist, please send an email to [providermanagement@gvs.ga.gov](mailto:providermanagement@gvs.ga.gov).

When completing the VMF, be sure to provide a payment remittance email address. This will allow you to receive information regarding any payments issued to you as a State of Georgia vendor.  Additionally, you can receive payment information through the Team Georgia Marketplace Supplier Portal.  The link below gives you instructions on how to register.  Please copy and paste the link below into your browser.

[https://doas.ga.gov/assets/State%20Purchasing/Purchasing%20Training%20Documents%20for%20Bidders%20and%20Supp/Register%20As%20a%20%20Supplier.pdf](https://gcc01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fdoas.ga.gov%2Fassets%2FState%2520Purchasing%2FPurchasing%2520Training%2520Documents%2520for%2520Bidders%2520and%2520Supp%2FRegister%2520As%2520a%2520%2520Supplier.pdf&data=02%7C01%7CSheila.Pierce%40gvs.ga.gov%7C1284f3430b214f221bd208d7ec65d1c0%7Ce54ad2e331314ed797e3e6e95d089c4e%7C0%7C0%7C637237794356892394&sdata=VnPKKakusV3DACtRujr%2Fa5BsLXNabSIrmhDNI%2BgcsWc%3D&reserved=0)

Should you have additional questions, we will be happy to assist you. Thank you for your patience and support as we continue to work together to make improvements in our Provider Management operations.

Sheila Pierce

Provider Management