

CHAPTER 45: PEDIATRIC DAY HEALTH CARE**APPENDIX D: CONTACT/REFERRAL INFORMATION****PAGE(S) 2****CONTACT/REFERRAL INFORMATION**

OFFICE NAME	TYPE OF ASSISTANCE	CONTACT INFORMATION
Health Standards Section (HHS)	Office to contact to report changes that affect provider license	Health Standards Section P.O. Box 3767 Baton Rouge, LA 70821 (225) 342-0138 Fax: (225) 342-0157
Division of Administrative Law – Health and Hospitals Section	Office to contact to request an appeal hearing	Division of Administrative Law - Health and Hospitals Section P. O. Box 4189 Baton Rouge, LA 70821-4189 (225) 342-0443 Fax: (225) 219-9823 Phone for oral appeals: (225) 342-5800
Prior Authorization Unit (PAU)	Office to contact to obtain assistance with prior authorization issues, reports and forms	Gainwell Technologies Prior Authorization Unit P.O. Box 14919 Baton Rouge, LA 70898-4919 1-800-807-1320 Fax: (225) 216-8481
Provider Enrollment Unit (PEU)	Office to contact to report changes in agency ownership, address, telephone number or account information, electronic funds transfer, etc.	Gainwell Technologies Provider Enrollment Section P. O. Box 80159 Baton Rouge, LA 70898-0159 (225) 216-6370
Provider Relations (PR) Unit	Office to contact to obtain assistance with questions regarding billing information	Gainwell Technologies Provider Relations Unit P. O. Box 91024 Baton Rouge, LA 70821 1-800-473-2783 (225) 924-5040

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OFFICE NAME	TYPE OF ASSISTANCE	CONTACT INFORMATION
Office of Community Services - Local Child Protection Hotline	Office to contact to report suspected cases of abuse, neglect, exploitation or extortion of a beneficiary under the age of 18	Refer to the Department of Children and Family Services website at: http://www.dss.la.gov under the “Report Child Abuse/Neglect” link or : Call 1-855-4LA-KIDS (1-855-452-5437) toll-free, 24 hours a day, 365 days a year.