

Nevada SDFSS

Acumen Enrollment Paperwork – Vendor Only

Presented By:
Acumen Fiscal Agent



Acumen Fiscal Agent

Innovation • Opportunity • Freedom



Agenda



Acumen Fiscal Agent
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Introduction to Acumen Fiscal Agent



Transition (Enrollment) Packet via DocuSign



Review & Submit Packet



Q & A



OUR MISSION

Acumen Fiscal Agent facilitates freedom, choice, and opportunity through innovative fiscal agent solutions.

Who We Are

We approach each project with an attitude of service:

- How can we make life simpler for the people we serve?
- How can we help them to save money?
- Are we doing the best we can?



We take great pride in our ability to listen to our customers and use what we have learned through our diverse experience to shape how we best meet their needs.

While research and theory are important, we've found that our value to our customers comes primarily from our ability to actually implement and follow through on real projects that have a positive, long-lasting impact on people's lives.

Who We Are

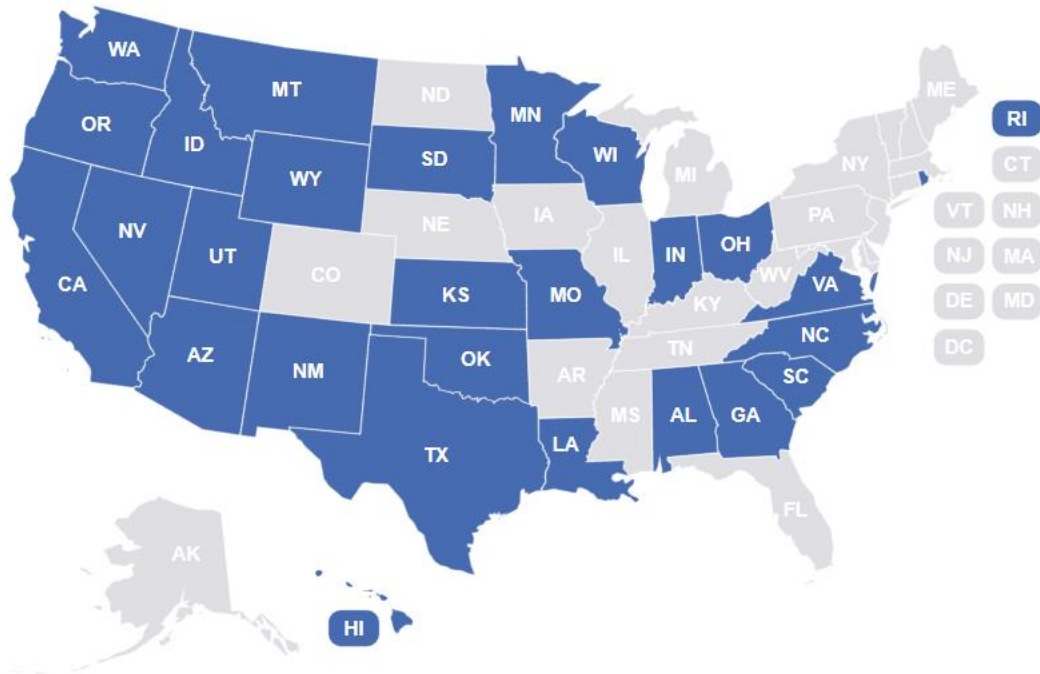
[Acumen Fiscal Agent](#) was founded in 1995 by executives in the human services industry on a simple premise:



There has to be a better, simpler, and more personal and efficient way to provide [self-directed services](#) to individuals with disabilities and their families.

Acumen has been part of hundreds of creative and innovative programs designed to empower thousands of participants across the nation. Since then, we have steadily grown by keeping that premise in mind and are now one of the largest providers of fiscal agent services in the country.

Who We Are



Services Provided

Services Not Provided

- Servicing 27 states across the country
- Over 28 years of experience
- Customized approach for your needs
- A+ workers' compensation rating
- 99% error-free payroll processing
- 98% national customer satisfaction rating

Who We Are

- We help individuals perform:
 - Payroll
 - Employer-related duties
 - Track and monitor budget expenditures

- We help personal choice counselors and/or case managers with:
 - Supplemental Packet (enrollment packet)
 - Support program compliance
 - Technical Software Tools and Support

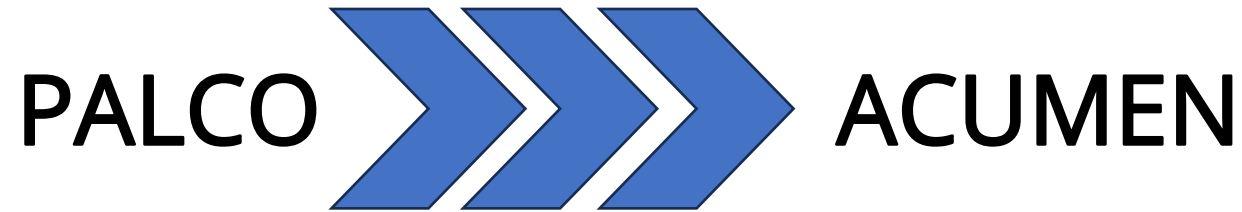


Employer Transition (Enrollment) Packet via DocuSign

Proprietary: For Acumen and Customer Use Only



Introduction

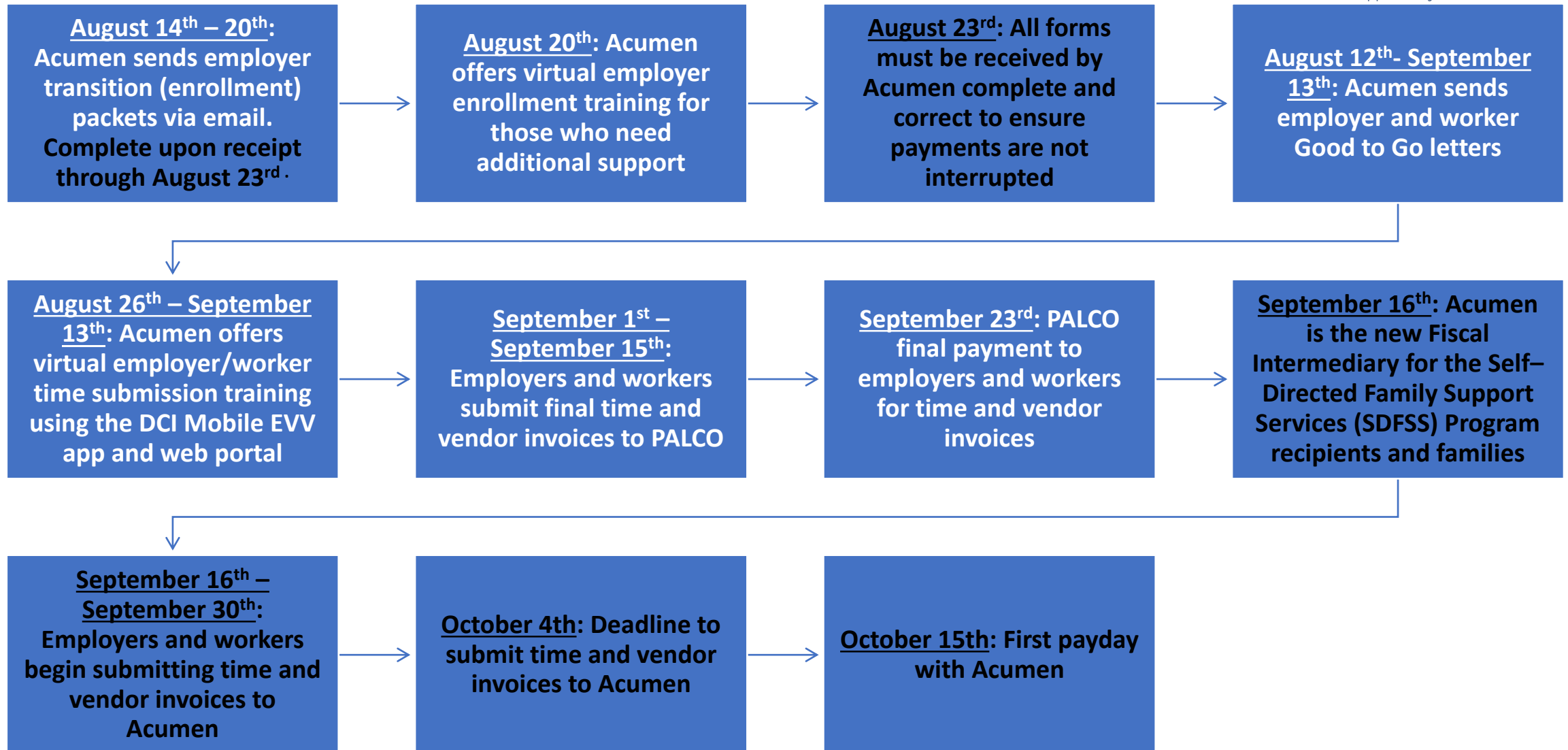


- To facilitate the transition from PALCO to Acumen, you will complete a transition (enrollment) packet.
 - ✓ Vendor Only Employer Enrollment packet
- The packet was emailed August 12th – 15th (mailed to those without emails)
- Complete the packet online via DocuSign by **August 23rd**



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Enrollment & Transition Timeline



Transition Packet & DocuSign



Inbox ★	
From	Subject
<input type="checkbox"/> NV Enrollment Implementation via DocuSign	Action Needed - Acumen Fiscal Agent Transitional Paperwork for SDFSS

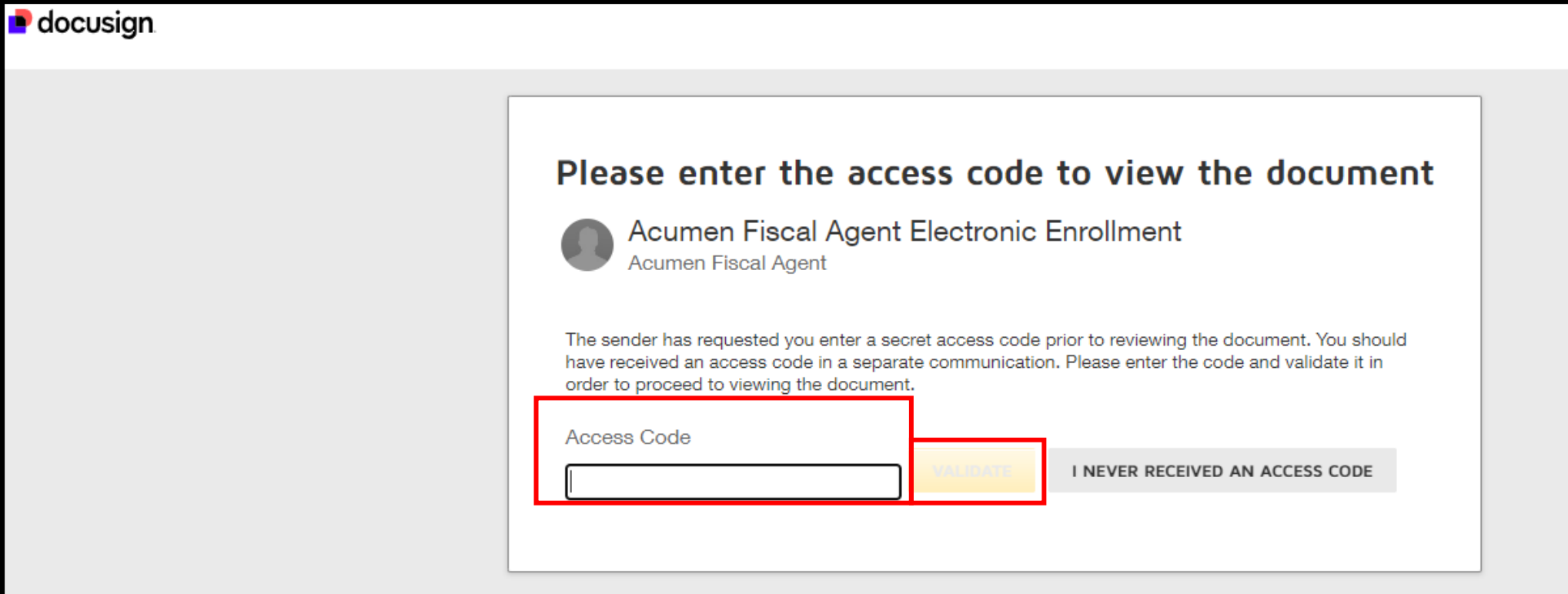
- You will receive these forms via email from enrollment-nv@acumen2.net. Please check your inbox for a DocuSign email and complete the forms online.
- Be sure to check both junk and spam folders if unable to locate the email in your inbox
- Click the **Review Document** button to get started

Proprietary: For Acumen and Customer Use Only

The screenshot shows an email interface. At the top, it says "Action Needed - Acumen Fiscal Agent Transitional Paperwork for SDFSS". Below that, the sender is "NV Enrollment Implementation via DocuSign" and the recipient is redacted. A small note says "You don't often get email from dse_na2@docuSign.net. Learn why this is important". The main content is a DocuSign notification: "NV Enrollment Implementation sent you a document to review and sign." with a "REVIEW DOCUMENT" button highlighted by a red rectangle. Below this is the email body text from "enrollment-nv@acumen2.net" addressed to "SDFSS Employer", providing instructions on how to access and sign the enrollment packet, including contact information for customer service and a deadline of 8/23/24.

Transition Packet & DocuSign

- Enter the last four digits of the employer's social security number in the Access Code field
 - Packets were sent to employers
- Click **Validate** to get started



The screenshot shows the DocuSign interface for document access. At the top left is the DocuSign logo. The main content area has a heading: "Please enter the access code to view the document". Below this is a profile card for "Acumen Fiscal Agent Electronic Enrollment" with a sub-label "Acumen Fiscal Agent". A message states: "The sender has requested you enter a secret access code prior to reviewing the document. You should have received an access code in a separate communication. Please enter the code and validate it in order to proceed to viewing the document." At the bottom, there is a form with a label "Access Code" above a text input field. To the right of the input field is a yellow "VALIDATE" button. Further right is a grey button labeled "I NEVER RECEIVED AN ACCESS CODE". A red rectangular box highlights the "Access Code" label, the input field, and the "VALIDATE" button.

Transition Packet & DocuSign



- Click the **Electronic Record and Signature Disclosure** link to view the disclosure
- Check the box to agree to use electronic records and signatures
- Click the yellow **Continue** button

Please Review & Act on These Documents docuSign

Acumen Fiscal Agent Electronic Enrollment
Acumen Fiscal Agent

This is a test document

Please read the [Electronic Record and Signature Disclosure](#).
 I agree to use electronic records and signatures.

CONTINUE OTHER ACTIONS ▾

Welcome to Acumen Fiscal Agent – your new Fiscal Intermediary (FI) provider for the NV SDFSS program. We are happy to have you with us and look forward to serving you. Service with Acumen will begin starting with payments for service dates from September 16, 2024, and after.

Support & Contact Information

Acumen is working with your Service Coordinator to make sure they can support you during the enrollment process. Your Service Coordinator is the best resource to assist you with your enrollment questions. Acumen will send you more information once your enrollment is complete. To reach Acumen in the future, use one of the following methods:

- Fax: (866) 496-4551
- Email: enrollment@acumen2.net
- Phone: (866) 644-4188
- Website: <https://www.acumenfiscalagent.com/state/nevada/>

Enrollment Instructions

With this letter you will find six (6) documents which need to be reviewed and completed for your Acumen enrollment (**due by August 23, 2024 to ensure services and payments are not interrupted**). These documents are pre-filled, if applicable, with the information we received from PALCO, your previous FI and the NV SDFSS program.

1. Participant Information Worksheet

Employer Enrollment Packet – Vendor Only



2024

Nevada SDFSS Program

VENDOR ONLY EMPLOYER ENROLLMENT PACKET

Cover Letter



Welcome to Acumen Fiscal Agent – your new Fiscal Intermediary (FI) provider for the NV SDFSS program. We are happy to have you with us and look forward to serving you. Service with Acumen will begin starting with payments for service dates from September 16, 2024, and after.

Support & Contact Information

Acumen is working with your Service Coordinator to make sure they can support you during the enrollment process. Your Service Coordinator is the best resource to assist you with your enrollment questions. Acumen will send you more information once your enrollment is complete. To reach Acumen in the future, use one of the following methods:

- Fax: (866) 496-4551
- Email: enrollment@acumen2.net
- Phone: (866) 644-4188
- Website: <https://www.acumenfiscalagent.com/state/nevada/>

Enrollment Instructions

With this letter you will find four (4) documents which need to be reviewed and completed for your Acumen enrollment (**due by August 23, 2024 to ensure services and payments are not interrupted**). These documents are pre-filled, if applicable, with the information we received from PALCO, your previous FI and the NV SDFSS program.

1. Participant Information Worksheet
2. Employer Information Worksheet
3. NV SDFSS Employer-Authorized Rep/Acumen Agreement Form (2 pages)
4. Nevada SDFSS Vendor Confirmation Worksheet

It is important that you confirm the information that we received from PALCO, your previous FI and the NV SDFSS program. We will use this information to set up accounts in our system.

If you are receiving this letter digitally, please complete the forms via DocuSign. Once these forms are electronically completed and signed, they will be sent back to our team for processing. The fastest way to sign and update these forms is digitally, and we highly recommend that you digitally review and complete these documents online.

If you are receiving these forms via mail, please check your inbox for a DocuSign email and complete the forms online. If you do not have an email and need to complete and sign these forms as a hard copy, please make sure these are returned no later than **August 23, 2024** to ensure services and payments are not interrupted. Paperwork can be returned to Acumen as scanned copies by email to enrollment@acumen2.net or fax (866) 496-4551.

Please follow up with your Service Coordinator if you need assistance or have any questions about your paperwork.

Training on Vendor Invoice Submission

Acumen will send communication when you complete your enrollment on how to access your web portal and how to submit invoices for payment. Training sessions will be scheduled in early September. Watch for an invitation in the coming weeks.

Communication

- Acumen staff will review your forms. If changes need to be made, they will contact you.
- Email is our preferred way to communicate during the enrollment process; it is the best way to ask for lists of requirements or corrections that are needed. Depending on your email settings, it's possible our messages could filter to your spam or junk folder. Please watch both your inbox and spam/junk folder to ensure you do not miss important communications from us.
 - If we do not have an email address for you, you will be contacted by mail or phone.
- Acumen uses a secure email system to protect you and your employees' information.
- When sending in paperwork corrections, whether by email or fax, the corrections may take a few business days to reach an Acumen staff for review due to high volume. We will process enrollment packets in the order that they are received, so please return your information as soon as possible so we can process and confirm your information.
- Once the enrollment process is complete, we will let you know that your account is set up and you are "Good to Go".
 - You will receive a "Good to Go" letter by email, or mail if you do not have an email address.
 - The letter will include information on how to submit time worked, a payment schedule and other employer resources.

Thank you for trusting Acumen Fiscal Agent with your most important business needs. We are happy to serve you.

Sincerely,

Acumen Fiscal Agent

Participant Information Worksheet



DocuSign Envelope ID: DA2BC5DA-EB47-4065-8CDD-047EE13E0433

Participant Information

Participant Legal First Name:	CL Fir
Participant Legal Middle Name:	CL Mid
Participant Legal Last Name:	CL Lst
Participant Legal Full Name:	CL Full
Participant Date of Birth:	1/1/2000
Participant Social Security Number:	333-22-4444
Participant Email:	CL1@TestAcumenNV.com
Participant Primary Phone:	(333) 333 - 3333
Participant Physical Address:	123 W 3rd Street
Participant Physical Address Apt/Unit:	Apt. 3
Participant Physical Address City:	Three
Participant Physical Address State: (abbreviation)	NV
Participant Physical Address Zip:	85333
Participant Mailing Address:	1234 E 4th Lane
Participant Mailing Address Apt/Unit:	Apt. 4
Participant Mailing Address City:	Four
Participant Mailing Address State: (abbreviation)	AZ
Participant Mailing Address Zip:	85444

NEXT

- This form has been prefilled for you
- Use the tab key on your keyboard to move through each line
- **Important!** Please review for accuracy and make corrections and additions as needed
- Updates made in this form are reflected in the subsequent documents
- Click the yellow **Next** button or scroll down to proceed

Service Coordinator Information Section



- Listed at the bottom of the Participant Information Worksheet
- Verify the service coordinator's information
- The fields indicated in red are not editable. If the information is incorrect, contact your regional center.

Service Coordinator Information	
Service Coordinator Name:	
Service Coordinator Email:	
Service Coordinator Phone:	
Regional Center:	

Employer Information Worksheet



- This form has been prefilled for you
- Use the tab key on your keyboard to move through each line
- **Important!** Please review for accuracy and make corrections and additions as needed
- Updates made in this form are reflected in the subsequent documents
- The fields indicated in red are not editable
- Click the yellow **Next** button or scroll down to proceed

DocuSign Envelope ID: DA2BC5DA-EB47-4065-8CDD-047EE13E0433

Employer Information

Employer Legal First Name:	ER Fir
Employer Legal Middle Name:	ER Mid
Employer Legal Last Name:	ER Las
Employer Legal Full Name:	ER Full
Employer Date of Birth:	1/1/2001
Employer Social Security Number:	123-12-4444
Employer FEIN: <small>(00-0000000) *Only if you have an existing FEIN for Domestic Employer for Home Community-Based/Caregiver Services.*</small>	98-7456321
Employer Email:	reynaldaa+01@acumen2.net
Employer Primary Phone:	(222) 222-2223
Employer Physical Address:	222 W 2nd Street
Employer Physical Address Apt/Unit:	Apt. 22
Employer Physical Address City:	Two
Employer Physical Address State: <small>(abbreviation)</small>	NV
Employer Physical Address Zip:	85222
Employer Physical Address County:	Pinal
Employer Mailing Address:	5555 E 5th Street
Employer Mailing Address Apt/Unit:	Apt. 5
Employer Mailing Address City:	Five
Employer Mailing Address State: <small>(abbreviation)</small>	AL
Employer Mailing Address Zip:	85555

Please indicate your preferred language for communication:

English Somali Mandarin Arabic
 Spanish Russian Vietnamese Other

Employer-Authorized Rep/Acumen Agreement Form



- Please thoroughly read all bulleted points on this agreement form
 - ✓ The agreement is between Acumen Fiscal Agent and the Employer or Authorized Representative
 - ✓ Know what you are agreeing to
 - ✓ Understand the conditions of the program
- Complete the fields located at the bottom of the second page then click the yellow Sign button to sign and date the form

My signature below confirms my understanding and agreement to abide by the terms and conditions as stated above.

Name of Participant:

Name of Employer/ Representative (if applicable):

Phone: Email Address:

Participant or Employer/ Representative Signature Date



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DocuSign Signature

There are three options to add a signature in DocuSign:

1. Select a signature style OR
 2. Draw your own signature OR
 3. Upload an image of your signature
- To select a signature style provided by DocuSign (option 1):
 - ✓ Click the **Select Style** tab
 - ✓ Confirm your full name
 - ✓ Confirm your initials
 - ✓ Optionally, click the **Change Style** link.
 - ✓ Choose a style
 - ✓ Click the yellow **Adopt and Sign** button

Adopt Your Signature



Confirm your name, initials, and signature.

* Required

Full Name* Initials*

SELECT STYLE DRAW UPLOAD

PREVIEW [Change Style](#)

DocuSigned by:  DS 
79993C503D5C4FF...

By selecting Adopt and Sign, I agree that the signature and initials will be the electronic representation of my signature and initials for all purposes when I (or my agent) use them on documents, including legally binding contracts.

ADOPT AND SIGN CANCEL

Form 944, Employer's ANNUAL Federal Tax Return (all 944 series)
Form 945, Annual Return of Withheld Federal Income Tax
Form CT-1, Employer's Annual Railroad Retirement Tax Return
Form CT-2, Employee Representative's Quarterly Railroad Tax Return

* Generally, you can't appoint an agent to report, deposit, and pay tax reported on Form 940, unless you're a home care service recipient.
 Check here if you're a home care service recipient, and you want to appoint the agent to report, deposit, and pay FUTA tax for you. See the instructions.

I am authorizing the IRS to disclose otherwise confidential tax information to the agent relating to the authority granted under this appointment, including disclosures required to process Form 2678. The agent may contract with a third party, such as a reporting agent or certified public accountant, to prepare or file the returns covered by this appointment, or to make any required deposits and payments. Such contract may authorize the IRS to disclose confidential tax information of the employer/payer and agent to such third party. If a third party fails to file the returns or make the deposits and payments, the agent and employer/payer remain liable.

Sign your name here Sign

Date

Print your name here

Print your title here

Best daytime phone

Now give this form to the agent to complete.

DocuSign Signature



- To draw your own signature (option 2), you must have a touchscreen device:
 - ✓ Click the **Draw** tab
 - ✓ Draw your signature in the provided space
 - ✓ Optionally, click the **Clear** link to erase and start over.
 - ✓ Click the blue **Adopt and Sign** button

A screenshot of the DocuSign signature interface. At the top, there are three tabs: "SELECT STYLE", "DRAW" (which is selected and highlighted with a red box), and "UPLOAD". Below the tabs is a large rectangular area for drawing the signature. The text "DRAW YOUR SIGNATURE" is at the top left of this area. Inside the area, the name "ALEX" is written in a cursive, handwritten style. A "Clear" button is located at the top right of the drawing area, also highlighted with a red box. Below the drawing area is a line of text: "By selecting Adopt and Sign, I agree that the signature and initials will be the electronic representation of my signature and initials for all purposes when I (or my agent) use them on documents, including legally binding contracts - just the same as a pen-and-paper signature or initial." At the bottom of the interface, there are two buttons: "ADOPT AND SIGN" (highlighted with a red box) and "CANCEL".

DocuSign Signature

- To upload an image of your signature (option 3), the signature image must be 400 x 145 pixels for best results:
 - ✓ Click the **Upload** tab
 - ✓ Click the **Upload Your Signature** button
 - ✓ Select the image of your signature that is saved on your device
 - ✓ Click the yellow **Adopt and Sign** button



Adopt Your Signature

Confirm your name, initials, and signature.

* Required

Full Name* Initials*

SELECT STYLE DRAW **UPLOAD**

PREVIEW

DocuSigned by:

3F2D8AD501ED405...

UPLOAD YOUR SIGNATURE

For best results use an image that is 400 x 145 pixels.

By selecting Adopt and Sign, I agree that the signature and initials will be the electronic representation of my signature and initials for all purposes when I (or my agent) use them on documents, including legally binding contracts.

ADOPT AND SIGN CANCEL

Vendor Confirmation Worksheet

- List all current vendors
- Click the yellow **Finish** button to proceed

Nevada SDFSS Vendor Confirmation Worksheet

I am submitting invoices for payments being processed and made directly to the vendor for approved services.

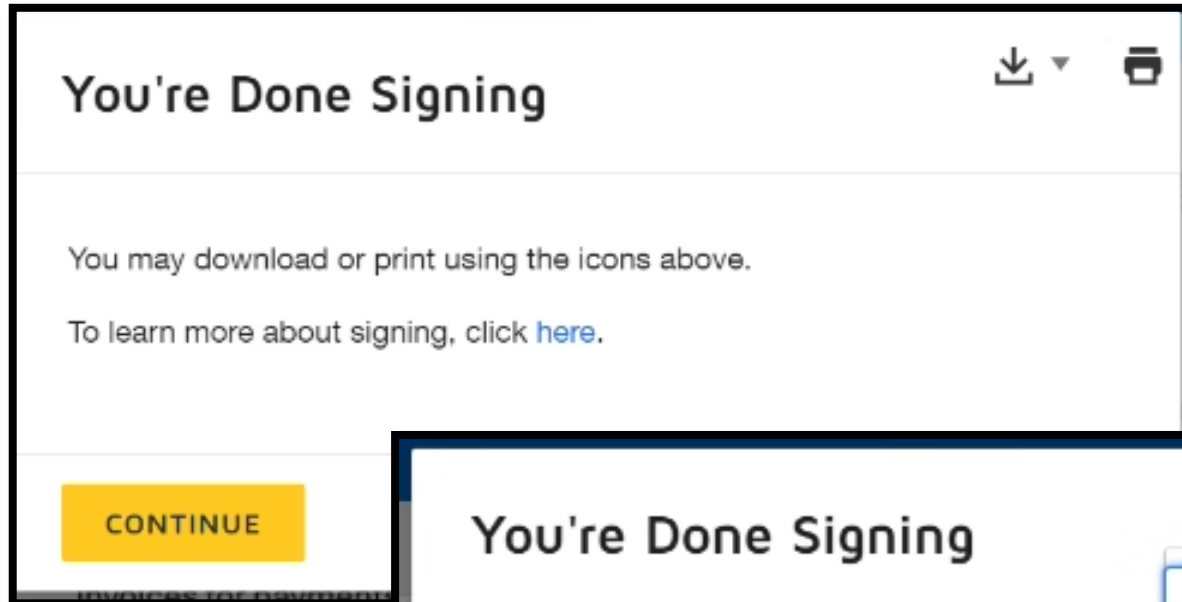
Please list any vendors you are currently using and submitting invoices for payment:

Fake vendor 1
Fake vendor 2
Fake vendor 3

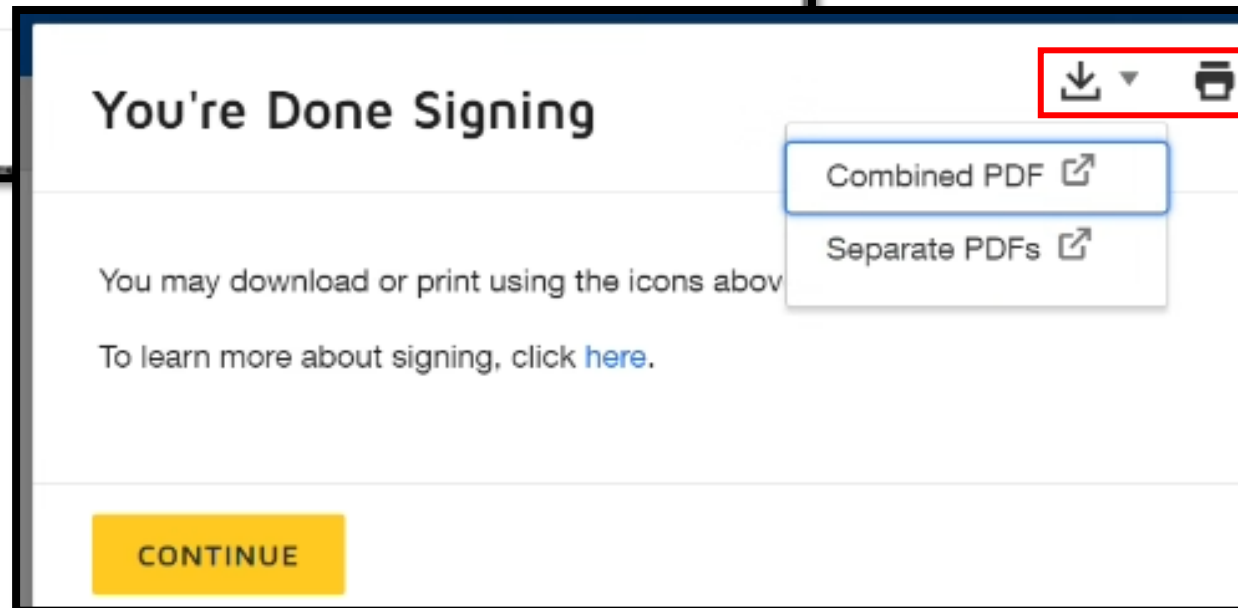
resentation Supplemental Packet (Full).pdf 11 of 1

FINISH

Transition Packet & DocuSign



Congratulations!
You have completed the transition packet.

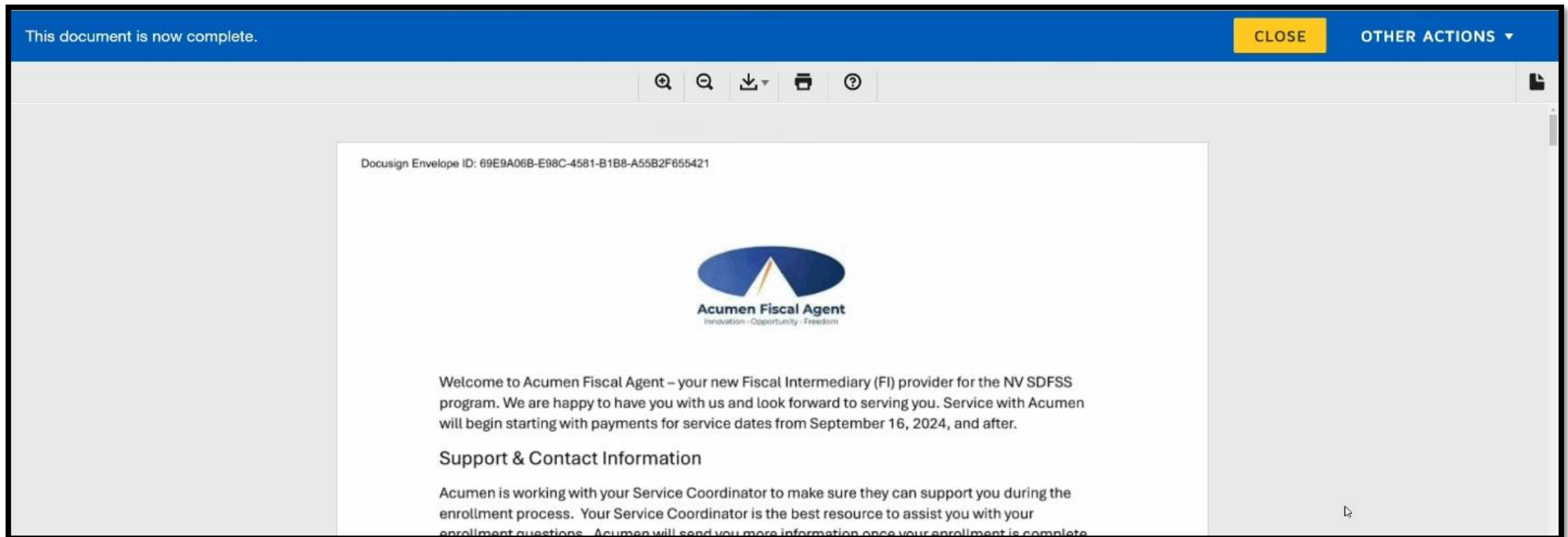


- Optionally, click the **download icon** to download as a combined PDF or as separate PDFs, or click the **printer icon** to print.
- Click the yellow **Continue** button to proceed

Transition Packet & DocuSign



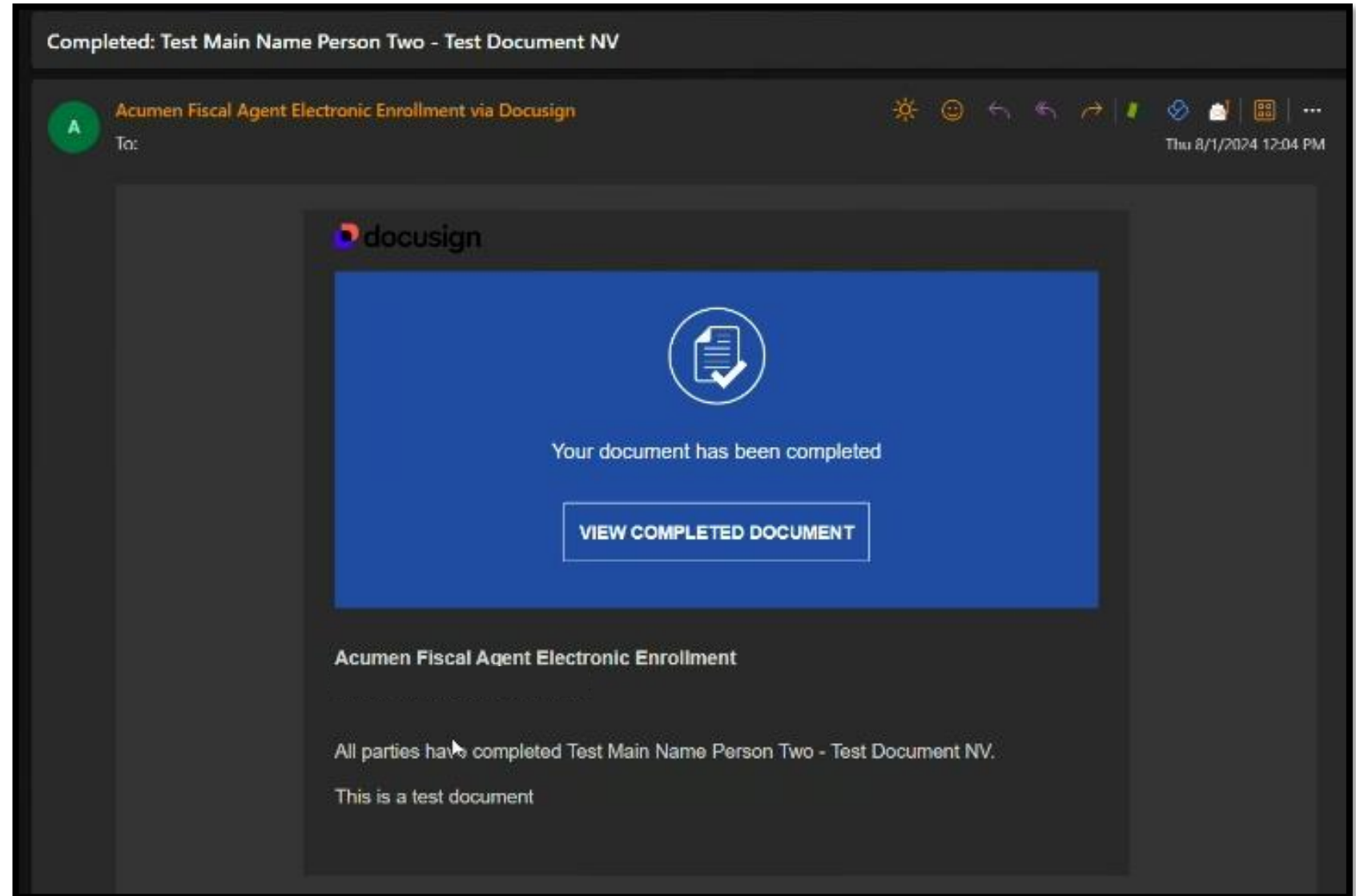
- Click the yellow Close button to exit the completed document



Transition Packet & DocuSign



- You will receive a confirmation email from enrollment-nv@acumen2.net with a link allowing you to view your completed document



Review & Submit Packet

Proprietary: For Acumen and Customer Use Only



Troubleshooting



What if I have not received the DocuSign email?

- Please check your junk or spam email folders and contact Acumen customer service at 866-644-4188 to verify your email address.
- What if I don't have an email address?
 - Your transition (enrollment) packet will be physically mailed
- A field that is not editable is incorrect. How do I get this corrected?
 - Proceed with completing all enrollment documents. Contact PALCO to update the information for tax purposes. Acumen will provide the process for updating incorrect data that is not editable after enrollment.
 - If the physical address is incorrect, update the mailing address to ensure correspondence is received.
 - For mailed packets, use the change information form to notify Acumen of inaccurate information or to make changes.
- I submitted my document, but information has changed. Can I make the changes in DocuSign?
 - No. Acumen will provide the process for updating incorrect data that has changed after enrollment.
 - For mailed packets, use the change information form to notify Acumen of inaccurate information or to make changes.

General Reminders for Hard Copy Paperwork



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Acumen Enrollment Paperwork Guide

These documents have been pre-filled with information provided by PALCO and the NV SDFSS program. Please add any information that is not already pre-filled and sign the documents prior to returning them to Acumen for your enrollment.

Please note the following pro tips to help you complete the documents correctly:

Tips for Employer to complete the paperwork:

1. **Carefully review the pre-filled Participant and Employer information for accuracy.**
 - If changes need to be made to the participant's or employer's name, physical address, phone number or email address, please use the enclosed blank **CHANGE INFORMATION FORM** near the end of the packet.
 - Please *do not* make edits on the pre-filled documents unless a field is blank, in which case please just add the information directly into that blank field.
 - Send both the pre-filled documents and the CHANGE INFORMATION FORM (if updates are requested) back to Acumen.
 - Acumen will pre-fill new documents (only if needed) and send them to you for signature.
2. **Please be sure to provide both your mailing address AND physical address if different.**
 - Add physical address if not pre-filled.
 - Add phone number if not pre-filled.
3. **Be sure to list all of the vendors you are currently using for services on the Nevada SDFSS Vendor Confirmation Worksheet.**
4. **Sign and date all forms requiring signature. Then send all of the documents in the packet back to Acumen as quickly as possible.**

Remember, all forms must be received by Acumen complete and correct **no later than August 23, 2024** to ensure payments are not interrupted. If received later, Acumen will still strive to complete your enrollment before the transition date of 9/16/24 but the timeline will be more difficult. Please continue to respond timely to avoid any gaps or delays in payment.

***Pro Tip:** Complete the forms digitally, online.

- Make updates as needed in the pre-filled form
- If the field is not editable, use the change information form to notify Acumen of inaccurate information for mailed packets.
- If you do not have an email address and need to complete the forms in hard copy, please follow these tips carefully.
- Return completed forms via fax to (866) 496-4551 or via email to enrollment@acumen2.net
- Keep originals
- ❖ Best practice: Submit all documents together



Change Information Form: Participant or Employer



CHANGE INFORMATION FORM: PARTICIPANT or EMPLOYER

It is important to notify Acumen as quickly as possible when a change occurs to participant and/or employer information. Simply complete this form and return it to Acumen by one of the following methods:

Mail: 5416 E. Baseline Rd, Suite 200, Mesa, AZ 85206
Fax: (866) 496-4551
Email: enrollment@acumen2.net

Change CLIENT/PARTICIPANT Information

Complete this section when there is a change in client/participant information (the individual receiving services). If the client/participant is also the employer, please complete this section only. For a name change, please provide the current and new name. For all other changes, only the new information is required.

Change In (select all that apply): Name Address Phone Number E-mail Address

Current/Previous Name: _____ New Name (if changed): _____

Street Address: _____

City/State/Zip: _____

Phone Number: _____

E-mail Address: _____

Client ID Number: _____

Signature (Employer or Authorized Rep): _____

Date: _____

Change EMPLOYER Information

Complete this section when there is a change in employer information. The employer is the individual who hires, trains, and manages staff. If the client is also the employer, please complete the client section only. For a name change, provide the current and new name and please fax or mail a copy of a legal document for name change. For all other changes, only the new information is required.

Change In (select all that apply): Name Address Phone Number E-mail Address

Current/Previous Name: _____ New Name (if changed): _____

Street Address (if changed): _____

City/State/Zip (if changed): _____

Phone Number (if changed): _____

E-mail Address: _____

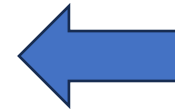
Client ID Number: _____

Signature (Employer or Authorized Rep): _____

Date: _____

NV/ALL
Aug 2004

Acumen Fiscal Agent 5416 E. Baseline Rd, Suite 200 Mesa, AZ 85206 Phone (866) 644-4188 Fax (866) 496-4551 customerservice@acumen2.net



*Mailed Packet Only

- If the field is not editable, use this change information form to notify Acumen of inaccurate information for mailed packets.
- Make updates as needed in the pre-filled form
- Send both the prefilled forms and the change information form back to Acumen completed, signed, and dated.

Enrollment Packet Checklist – Vendor Only



- The employer of record completes. If completing hard copy forms, please ensure all the following are complete and accurate:

- Cover Letter
- Enrollment Paperwork Guide
- Participant Information Worksheet
- Employer Information Worksheet
 - Complete all fields – Email required
- Employer-Authorized Rep/Acumen Agreement Form
 - Review, complete all fields on the second page, sign, and date.
- Vendor Confirmation Worksheet
 - List current vendors
- Change Information Form: Participant or Employer (Mailed Packet Only)



Next Steps



- Acumen will review the forms. If changes are required, we will contact you and the service coordinator.
- **Email** is our preferred way to communicate during the enrollment process as it is the best way to ask for lists of requirements or corrections that are needed
- If we do not have an email address for you, Acumen will contact you by phone or have your service coordinator contact you by phone.
 - ❖ Acumen will also email the service coordinator with the corrections needed as a follow-up
- Acumen uses a secure email system to protect you and your workers' information
- When sending in paperwork corrections, whether by email or fax, the **corrections may take up to 4 – 7 business days to reach Acumen for review** due to high volume.
 - ❖ Please keep this in mind when contacting Acumen to confirm that corrections were received
- When the enrollment process is complete, you will receive a "Good to Go" letter via email or via mail if you do not have an email address. The letter includes:
 - ❖ How to submit time worked
 - ❖ A payment schedule
 - ❖ Other employer resources





IMPORTANT

Important Reminders



- [August 14th – 20th](#): Acumen sends employer transition (enrollment) packets via email. Employers should complete these forms immediately upon receipt through the deadline of August 23rd.
- [August 20th](#): Acumen offers virtual employer enrollment training for those who need additional support
- [August 23rd](#): All forms must be received by Acumen complete and correct to ensure payments are not interrupted
- [August 12th- September 13th](#): Acumen sends employer and worker Good to Go letters
- [August 26th – September 13th](#): Acumen offers virtual employer/worker time submission training using the DCI Mobile EVV app and web portal
- [September 1st – September 15th](#): Employers and workers submit final time and vendor invoices to PALCO
- [September 23rd](#): PALCO final payment to employers and workers for time and vendor invoices
- [September 16th](#): Acumen is the new Fiscal Intermediary for the Self-Directed Family Support Services (SDFSS) Program recipients and families
- [September 16th – September 30th](#): Employers and workers begin submitting time and vendor invoices to Acumen
- [October 4th](#): Deadline to submit time and vendor invoices to Acumen
- [October 15th](#): First payday with Acumen



Acumen Fiscal Agent

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THANK YOU!

<https://www.acumenfiscalagent.com/state/nevada/>



Three options to return forms to Acumen:

Complete via DocuSign link sent through email

Email: Enrollment@acumen2.net

Fax: (866) 496-4551

Proprietary: For Acumen and Customer Use Only

Questions?

Proprietary: For Acumen and Customer Use Only

