



Backyard Players & Friends Direct Billing Policy

Effective 8/1/2024

Backyard Players & Friends maintains a relationship with several Fiscal Intermediaries (FIs) that allows our organization to bill against a participant's self-direction plan. To be eligible for this service, participants must meet the qualifications listed below:

- Register for at least **three** classes during each Winter, Spring, Summer or Fall Session.
 - Attend at least 90% of the classes registered.
- AND
- Use a Fiscal Intermediary with whom we have an existing relationship.

For full 10-week sessions, billing and attendance invoices will be sent after the completion of the first five weeks of classes and at the end of the session. For summer sessions, billing will be submitted at the conclusion of all classes.

To streamline our paperwork, **we will not be providing monthly billing invoices for your FI.**

Please ensure all necessary paperwork, preapprovals and memorandums of understanding (MOU) are in place prior to the start of classes.

Backyard Players & Friends cannot bill for classes missed, due to illness or any other circumstance. The BYP participant will be responsible for paying for any missed classes that are not covered by the Fiscal Intermediary.

To begin using direct billing, please complete the [inquiry form at BYPandFriends.com](https://www.bypandfriends.com). Additionally, email your broker and FI to ensure all parties agree to this arrangement and paperwork is in place.

You must still register for classes and comply with all registration due dates. On the checkout screen select "Offline Payment" to process your order without having to make a credit card payment.

Please contact us with any questions regarding our direct billing policy.