



7500 Grand Ave, Suite 200
Gurnee, Illinois 60031

Toll Free: 1-888-545-5222
Phone: 847-775-1970
Fax: 847-775-1985
reception@aaaasf.org
www.aaaasf.org

AAAASF OPT ACCREDITATION APPLICATION

An Outpatient Physical Therapy Program deemed by Medicare

Application will not be processed if failed to complete in its entirety

Date: _____/_____/_____

Administrator: _____ License#: _____

(The Administrator will be the person responsible for the accreditation)

Clinic Administrator's E-mail address: _____

Clinic Name: _____

Clinic State License # *(if applicable)*: _____

Address (Primary Site): _____

City, State, Zip: _____

Telephone: _____ Fax: _____

Website: www. _____

Contact Person: _____

Contact Telephone: _____ Contact Email: _____

Do you have extension sites: *Yes or No

** if yes, please list all extension sites below (Additional entries can be submitted on a separate page):*

Name	Address
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

List Owners as listed on the 855 application *(Additional entries can be submitted on a separate page):*

Name	Address
_____	_____
_____	_____
_____	_____

List all qualified practitioners employed and indicate the number of hours worked per week

(Additional entries can be submitted on a separate page):

Check type of credit card: Visa MasterCard American Express

NAME ON CARD: _____

CARD#: _____

THREE DIGIT CODE: _____ EXP. DATE: _____

SIGNATURE: _____

OR

Payment by check

Submit completed application with supporting documentation and check made out to AAAASF.

AAAASF Office
7500 Grand Ave, Suite 200
Gurnee, IL 60031

Fee and refund policy:

The first-year accreditation annual fee plus initial survey fee is due with each accreditation application. Additional fees will apply if special survey requests are made or for those facilities located outside the continental USA. After an application has been submitted and processed, AAAASF will refund 50% of the annual fee and 100% of the survey fee if the facility has not been surveyed. If the facility was surveyed, only 50% of the annual fee will be refunded. If the accreditation process is not completed within one year of the received date, a new application and appropriate fee is required. No refunds will be issued if the application expires. Upon receiving accreditation and once an anniversary date is established, the facility will be invoiced 6 months prior to the anniversary date. Fees must be paid by the due date on the invoice for the accreditation process to begin. Otherwise, late fees will be applied and other penalties will follow.