



The Commonwealth of Massachusetts  
Executive Office of Health and Human Services  
Department of Public Health  
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**Maura T. Healey**  
Governor

**Kimberley Driscoll**  
Lieutenant Governor

**Kiame Mahaniah, MD, MBA**  
Secretary

**Robert Goldstein, MD, PhD**  
Commissioner

***Fiscal Year 2025 Deadline Extension Request Form***  
***\*30 Days Maximum\****

Per the DPH Reimbursement Policy Manual for Early Intervention and Autism Services (p.27 "Fiscal Year Deadlines"), all electronic submissions of original claims from the prior year fiscal must be submitted by Monday, March 10, 5pm unless prior written approval is received. As March 10 lands on a Monday, the deadline will not have any modifications. All requests must be received by Early Intervention Staff by February 27, 2026 in order to be processed.

Early Intervention Program/Vendor Name/Vendor Number	
Requestor Name & Title	
Date of Request	
Extension Date/Reason for Request	
<b>*Early Intervention Determination (To be completed by EI staff)</b>	

Please fill out the form, and return to [Manuela.C.Batista@mass.gov](mailto:Manuela.C.Batista@mass.gov) by February 27, 2026.