

Illinois Office of Comptroller Website on Early Intervention Payments

As a provider who receives payment from the Illinois Office of Comptroller (IOC), you have the ability to view information electronically as well as download information for record keeping and claims adjudication processes. All you need to do is simply logon to the IOC website at www.ioc.state.il.us. Here are some useful tips about your payments on the website.

1. From the Home page, choose "Vendors". You should see the screen below. Enter your Vendor TIN and name and answer the security question.

2. Your screen should now display your billing name and payment information for the current fiscal year.
3. To view payments click on "Payment Details" and choose the desired year from the drop down box.
 - a. You may also sort or search your voucher payments by Agency, contract number, invoice number or date range.
 - b. When you have selected your search criteria, click "Find Warrants"
 - c. Below is an example of the screen you will see

FIND WARRANTS

Selection Criteria

Select a fiscal year: 16

Select an agency: All

SORT BY NAME

The "Select an agency" list is currently sorted in Agency Number order. Click on "Sort By" to sort it by Agency Name.

Enter a contract number (optional):

Enter an invoice number (optional):

Select a warrant status: All

Date Range (Optional)

Beginning Date:

Ending Date:

Sort Criteria

Select a sort field: Issue Date

Ascending Descending

Number of Records returned at a time: 20

4. Once you click on the Find Warrants (whether you chose any sort or filter options or not) you will go to the screen showing the results of all payments you chose to view. They are defaulted to date order (newest on top). The first screen displays the general information of any/all payments to your tax id made by any entity of the State of Illinois who pays using the IOC system. The key items to consider:
- a) Warrant/EFT# - this is the number assigned by IOC to indicate a check number or Electronic Funds Transfer (EFT) # assigned to this particular payment. EI cannot search by this number as it is not assigned by us or reported back to us. It is for your records to confirm receipt of payment through the mail or your financial institution
 - b) Addr Ind – represents the address provided by the vouchering agency for this payment
 - c) Zip code – Location of the mailing address to which the payment was sent
 - d) Issue Date – this is the date the IOC processed the payment. For mailing purposes, this is the date the payment was mailed and for those using EFT (direct deposit), this is the date the electronic payment was sent to your financial institution
 - e) Payment amount – this is the amount that should match your CBO PCS
 - f) Voucher Number - number assigned by DHS and again, not searchable by

EI/CBO as it is not directly assigned by EI/CBO

- g) Paid Date - When a payment is issued electronically, the Paid Date is the calendar day the funds are expected to be deposited into the receiving bank account. When a payment is issued as a printed warrant, the Paid Date is the calendar day the payment was cashed and cleared by the Illinois State Treasurer.
- h) Click on the Warrant/EFT# to view further details on the warrant selected.