

# Persons with Developmental Disabilities (PDD)

# Getting Started

## Online Claims Reimbursement (OCR)

### What Is OCR?

A secure, web-based portal for Family Managed Service (FMS) Administrators to create, save and submit expense claims to the PDD program for reimbursement.

**OCR makes it easier and faster to receive reimbursement from the PDD program.**

### What Do You Need?

- ✓ A smartphone, tablet, laptop, or desktop computer.
- ✓ An internet connection using a browser such as Google Chrome, Microsoft Edge or Fire Fox.
- ✓ An active email account.
- ✓ A current active FMS agreement.
- ✓ A vendor/business partner number already set up by PDD staff.

### Creating & Managing Your Account

- ✓ Go to <https://ocr.alberta.ca>
- ✓ Click on “Sign in”.
- ✓ Set up your secure ID.
- ✓ Log into the OCR portal using your username and password.

### Enrolling in OCR

Information required to enroll include:

- ✓ FMS Administrator first and last name;
- ✓ the start and end dates of the current agreement; and
- ✓ FMS Agreement Number.

**Get Started Today**

<https://ocr.alberta.ca>

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Government