

Payment Information

FEES: For a 4-year Recognition cycle:

Original and Renewal Applications (in person) \$1,100 for the main site. \$100 for each additional multi-site.

Please note: There is no fee for expansion sites. Programs may add an unlimited number of expansion and multi-sites. For programs providing DSMES virtually (not in person), please contact ERP staff for different pricing models at ERP@diabetes.org. If you need an invoice for payment, please download the **Invoice Request Instructions**

To alleviate this issue and prevent any delay in your application processing, we encourage you to pay via credit card through the application in the portal. The last step in the application process is to either pay via credit card or indicate that you will be submitting a check for payment.

Please Note: If payment for your application can only be made via check, we encourage you to send the check at least **90 days** prior to your service expiration date. If you do not know the check number at the time of application submission you can choose the pay by check option and enter your program ID number in the Check number box.

Payment Address Options:

Fedex(Recommended):

American Diabetes Association - Education Recognition Program
1150 Conrad Street
Hagerstown, MD 21740

General Mail:

American Diabetes Association
Attn: Service Center – Education Recognition Program
PO Box 7023
Merrifield, VA 22116-7023