



LSU Health
HEALTH CARE SERVICES DIVISION

- BOGALUSA MEDICAL CENTER - BOGALUSA
- EARL K. LONG MEDICAL CENTER - BATON ROUGE
- LALLIE KEMP REGIONAL MEDICAL CENTER - INDEPENDENCE
- LEONARD J. CHABERT MEDICAL CENTER - HOUMA
- LSU INTERIM HOSPITAL OF MCL - NEW ORLEANS
- UNIVERSITY MEDICAL CENTER - LAFAYETTE
- W.O. MOSS REGIONAL MEDICAL CENTER - LAKE CHARLES

To: LSU HCSD Hospital Vendors
From: Mark E. Robichaux
Comptroller, Health Care Services Division
Date: June 19, 2013
Subject: Billing Address Change for LSU Health Care Services Division Hospitals

Effective June 24, 2013, the following LSU HCSD Accounts Payable departments will not process any Vendor Payments for goods or services delivered to LSU Hospitals prior to June 23, 2013. The LSU HCSD Hospitals include:

- Leonard J. Chabert Medical Center (Houma)**
- Charity Hospital & Medical Center of Louisiana at New Orleans (Interim Louisiana Hospital)**
- University Medical Center (Lafayette)**
- W. O. Moss Regional Medical Center (Lake Charles)**

Please address all invoices and inquires to:

Health Care Services Division – Administrative Business Office
Accounts Payable Section
P.O. Box 91308
Baton Rouge, LA 70821-1308
Phone: (225) 354-3767

OR:

E-mail to:

[HCSD LJCMC AP@lsuhsc.edu](mailto:HCSD_LJCMC_AP@lsuhsc.edu)
[HCSD MCLNO AP@lsuhsc.edu](mailto:HCSD_MCLNO_AP@lsuhsc.edu)
[HCSD UMCLA AP@lsuhsc.edu](mailto:HCSD_UMCLA_AP@lsuhsc.edu)
[HCSD WOMMC AP@lsuhsc.edu](mailto:HCSD_WOMMC_AP@lsuhsc.edu)

These e-mail addresses will have HCSD Administration Accounts Payable Staff reviewing and processing the appropriate invoices for the hospitals identified. All invoices must be for activity prior to June 24, 2013.

Any invoices pertaining to goods or services delivered after June 23, 2013 should be sent to the appropriate Hospital Partner. Those addresses, contact information, etc., will be distributed by each Partner.