

**Instructions for Completing the Print Form or Quick Disallowance Calculator for Mitigation and Disallowance**

1. The Print Form cannot be completed electronically. It can be printed out and written on. The Print Form must be completed to support disallowance.

NSPID line and check boxes labeled Staff, Member or Volunteer are not required to support disallowance. These fields may not apply to all programs; do not use if not relevant to your program.

2. The Quick Disallowance Calculator is for your use to quickly add up the total disallowance amount. Input your data in cells D4, D5, D6, C10, D10, E10, and E15. You can use the Quick Disallowance Calculator sheet to rapidly calculate a disallowance without completing each row in the NSCHC Log. **This is provided for your informational purposes only.** The Calculator is not considered to be sufficient legal documentation to support disallowance.