



## IMPORTANT MESSAGE

### CHIP Providers *must enroll* with the Department of Human Services

The Department of Human Services (Department) is implementing the Affordable Care Act (ACA)<sup>1</sup> provision which requires that all providers who render, order, refer, prescribe or bill for items or services to CHIP enrollees to enroll with the Department.

Providers not enrolled in the PA Medical Assistance program must complete an enrollment application for your provider type for each service location and submit all required documents as soon as possible. These documents should be submitted by **November 1, 2017** to ensure timely processing of your provider application.

Again, if you have already enrolled in the Pennsylvania Medical Assistance (MA) Program, you do not need to enroll. If you are a part of another state's Medicaid or CHIP Program, or enrolled in Medicare, you still must enroll with the Department. If you are a provider in multiple CHIP MCOs plans, you are only required to enroll once. Each location (address) at which you practice must be separately enrolled.

Please note that although you will be enrolled in the Department's Provider Reimbursement and Operations Management Information System (PROMISe™), you will not become a MA provider nor be required to render services to MA beneficiaries.

All applications and requirements are available on the following website: <http://dhs.pa.gov/provider/promise/enrollmentinformation/CHIPProEnrollInfo/index.htm> along with step-by-step instructions.

If you have any questions regarding the application, please contact Provider Enrollment at 1-800-537-8862, select option 3, then option 1, option 1, and option 4.

The current methodology regarding claims processing will not change. The applicable CHIP MCO will provide claims adjudication for all services rendered by a CHIP provider. However, effective **January 1, 2018**, any claims submitted to a CHIP MCO by a non-enrolled provider will not receive payment.

For any questions regarding this correspondence, please contact your designated CHIP Managed Care Organization(s).

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<sup>1</sup>The Patient Protection and Affordable Care Act (Pub. L. 111-148, enacted on March 23, 2010), as amended by the Health Care and Education Reconciliation Act of 2010 (Pub. L. 111-152, enacted on March 30, 2010), is being collectively referred to in this document as the Affordable Care Act.



**CHIP Providers must be enrolled with DHS by December 31, 2017  
Claims will be denied January 1, 2018 if you are not enrolled**

## **TRAINING ANNOUNCEMENT**

**SUBJECT: Implementation of the Electronic Provider Enrollment Application User Interface (UI) for PA Children's Health Insurance Program (CHIP) Providers**

PA CHIP is pleased to offer a training option, which utilizes an Internet virtual classroom and allows participants to attend a training session without leaving their office.

The training session is designed to educate providers who wish to serve CHIP how to enroll with the Department. These providers will not be expected to serve Medical Assistance enrollees. The Electronic Provider Enrollment User Interface will allow providers to complete their CHIP enrollment application on-line, effective November 17, 2017.

Note: This training session does not apply to CHIP providers who are also Medical Assistance provider and are already enrolled.

Upon completion of registering for a session, participants will receive a confirmation page with instructions on how to join the session and the available audio options.

The training session will last approximately two hours and a PowerPoint Presentation will be available for download to use during and after the session. Below is a schedule of the upcoming Electronic Provider Enrollment Application User Interface (UI) for CHIP Provider training sessions:

### **Internet Virtual Training Schedule**

- Implementation of the Electronic Provider Enrollment Application User Interface (UI) for CHIP Providers - **Monday, October 30, 2017 through Friday, November 3, 2017**. Morning sessions for each day are scheduled **9:00 a.m. to 11:00 a.m.** Afternoon sessions for each day are scheduled **1:00 p.m. to 3:00 p.m.**
- Implementation of the Electronic Provider Enrollment Application User Interface (UI) for CHIP Providers - **Monday, November 6, 2017 through Friday, November 10, 2017**. Morning sessions for each day are scheduled **9:00 a.m. to 11:00 a.m.** Afternoon sessions for each day are scheduled **1:00 p.m. to 3:00 p.m.**
- Implementation of the Electronic Provider Enrollment Application User Interface (UI) for CHIP Providers - **Monday, December 4, 2017 through Friday, December 8, 2017**. Morning sessions for each day are scheduled **9:00 a.m. to 11:00 a.m.** Afternoon sessions for each day are scheduled **1:00 p.m. to 3:00 p.m.**

**Register For Your Internet Virtual Room Session.** You may register at the DHS Internet site below:

<http://www.dhs.pa.gov/provider/training/promiseprovidereducationandtraining/promiseproviderconferencecalltraining/index.htm>

**Required Registration Information:**

- Full Participant Name
- Provider Name
- Telephone Number (including area code and extension number)
- Valid E-Mail Address
- FAX Number (including area code)

**Optional Registration Information:**

- Total Number of people attending the session
- Your top three questions

After you complete the Registration Request Form, click the submit button. You will receive an automated Internet response confirming your participation. Your registration confirmation will include details about the session and the following:

- Name of session
- Date of session
- Time of session
- Instructions on how to join the session including system requirements and the link to access the virtual session
- Audio options (computer or telephone dial-up)
- Session ID