

## **Enrollment of Ordering, Referring and Prescribing Providers – Impact on the SBAP**

### FREQUENTLY ASKED QUESTIONS

- 1) **After reading the MA bulletin, I am confused. The district completed its revalidation, does this mean each of our providers have to complete this too?**

The federal requirement outlined in Medical Assistance (MA) Bulletin 99-16-07 is for prescribing practitioners to enroll as MA providers – meaning anyone who is ordering/prescribing services for MA beneficiaries. This would include any provider(s) who signs the medical practitioner authorization forms to authorize services in the IEP in order to bill MA.

- 2) **Our CRNP signs our Medical Practitioner Authorization forms. Is she covered by our district's MA enrollment, or does she need to enroll independently?**

An individual practitioner would not be covered by the district's MA provider enrollment. The CRNP who signs your MPAFs would need to enroll as an individual provider per the instructions on the memo.

- 3) **How should I list my CRNP for the RMTS and cost settlement?**

Enrollment as an MA provider does not impact how you list an individual on your staff pool. If you choose to include your CRNP as a provider on your staff pool, they should be listed on your direct service staff pool.

- 4) **The last page of the memo listed the four most common provider types qualified to prescribe. We currently have a Licensed Social Worker and Physician. While the LSW has input in the IEPs, only the Physician signs the MPAF. Do both need to enroll in MA?**

No. It would only be the prescribing practitioner meaning anyone who is ordering/prescribing services for MA beneficiaries. This would include any provider(s) who signs the medical practitioner authorization forms to authorize services in the IEP in order to bill MA. In this example, only the physician would need to enroll.

5) **How do I know if my physician or CRNP is enrolled? Is there a site I can look up to see?**

Yes, you can use the Provider Portal Lookup function to determine whether a provider is enrolled in the MA Program.

Here is the tip sheet:

[http://www.dhs.pa.gov/cs/groups/webcontent/documents/communication/p\\_034770.pdf](http://www.dhs.pa.gov/cs/groups/webcontent/documents/communication/p_034770.pdf)

6) **Since we do not bill for any evaluations, do our psychologists have to enroll? Does this mean that service providers who write the IEP's also have to enroll (Speech Therapists, OT's, etc)?**

The federal requirement outlined in Medical Assistance (MA) Bulletin 99-16-07 only requires a prescribing practitioner to enroll as an MA provider, not who is providing the service. If the licensed psychologist is ordering/prescribing the services in the IEP and signing the MPAF, the licensed psychologist would need to enroll in the MA program.

7) **As a physician, I understand the requirement to enroll in the MA Program since I am authorizing services in IEPs for MA beneficiaries. Will doing so open my private practice to MA patients? Must I accept MA patients?**

Enrolling in the Medicaid program and signing the provider agreement does not obligate the provider to provide services to MA eligible patients. Here is the provision in state law that gives the provider the choice to accept the MA patient – and the link to the citation -

<http://www.legis.state.pa.us/cfdocs/legis/LI/uconsCheck.cfm?txtType=HTM&yr=1967&sessInd=0&smthLwInd=0&act=21&chpt=14&sctn=5&subsctn=0>

*Section 1405. Freedom of Choice and Nondiscrimination.--(a) A recipient of medical assistance benefits shall, in all cases, have the freedom to obtain medical services from whichever participating provider or providers he so chooses; however, the participating provider so chosen is free to accept or reject the recipient as a patient.*

*(b) Once a provider has elected to participate in the medical assistance program and has signed an agreement with the department, such providers shall not refuse to render services to any recipient on the basis of sex, race, creed, color, national origin or handicap.*

*(1405 added July 10, 1980, P.L.493, No.105)*

**8) We do not bill for our CRNP time since she does not meet face-to-face with the students. Under these circumstances, does she still need to enroll?**

Yes. Since the LEA would be billing for the services in the IEP that the CRNP is ordering/prescribing when she signs the MPAF, the CRNP would need to enroll in the MA program.

**9) Could you please provide me with a contact person for questions regarding some of the questions and documents required for the enrollment of my CRNP?**

Questions regarding the enrollment application process should be directed to DHS Provider Enrollment at 1-800-537-8862.

**10) My physician is already enrolled in MA. Does she need to re-enroll?**

No, she would not need to re-enroll, but she would need to check when her revalidation is due and ensure it is up to date, as all providers must revalidate every 5 years. Providers can quickly check this information on PROMISE™ <https://promise.dpw.state.pa.us/>

**11) My CRNP has an NPI, does she also need to complete the Medicaid application?**

Yes. The NPI number is a federal provider number; that is step #1 of the memo. Since your CRNP already has that number, she would only need to complete step #2 of the memo which is to apply for enrollment in the MA program to get her state provider number.

**12) I am a CRNP working as an independent contractor for several districts. Does this requirement apply to me?**

Yes. The requirement is applicable for any prescribing practitioner ordering items or services for MA beneficiaries regardless if they are a contractor or school employee.

**13) As a prescribing provider, I understand the requirement to enroll in the MA program. How will this affect me since I do not want to bill Medicaid?**

Completing this requirement does not mean prescribing practitioners would bill MA directly. For purposes of the School-Based ACCESS Program, it is the LEA who is the provider billing MA. The ACA requires the prescribing practitioners to be enrolled, and so their NPI and MA provider numbers would be listed on the forms they complete for the LEAs.

**14) I have confirmed that our CRNP is already enrolled in the MA program. The memo says that if he is already enrolled, then, when entering our service logs into Easytrac, we have to include his credentials. Could you explain how this is to be done?**

If your CRNP is already enrolled they would still need to check when their revalidation is due and ensure it is up to date, as all providers must revalidate every 5 years. Providers can quickly check this information on PROMISe™ <https://promise.dpw.state.pa.us/>

The prescribing practitioner will need to provide his NPI number and MA provider number when authorizing services. We will provide further information regarding how to enter the required credentials when logging a service in Easytrac which will begin with September 25, 2016 dates of service.

**15) Is there a fee to apply for enrollment in the MA program?**

While certain MA providers are required to pay an application fee, **there are no application fees** for the following provider types:

- PT 09 - Certified Registered Nurse Practitioner
- PT 11 - Licensed Social Worker
- PT 19 - Licensed Psychologist
- PT 31 – Physician
- PT 35 – Public Schools

**16) Can you please explain the collaborative agreement needed for a CRNP?**

In order to apply for enrollment in the MA program, a CRNP (completing a PT 09 application) would be required to provide a copy of their Collaborative Practice Agreement, which is a written and signed agreement between the CRNP and collaborating physician. This is not a new requirement and is consistent with the regulation at 49 Pa. Code Section 21.282a.

**17) My CRNP is applying for enrollment in the MA program but doesn't have prescriptive authority at this time. Will she need this?**

A CRNP prescriptive authority approval to prescribe and dispense drugs as outlined in 49 Pa. Code Section 21.283 is not required to complete the PT 09 application for enrollment in the MA program. A CRNP who has prescriptive authority approval issued by the State Board of Nursing should include a copy with their application.

**For any questions regarding the enrollment application process, please contact:**

**DHS Provider Enrollment at 1-800-537-8862**