GOVERNMENT OF THE DISTRICT OF COLUMBIA
Department of Health Care Finance

Office of the Deputy Director

DHCF Transmittal #09-05

TO: All District of Columbia Medicaid Participating Providers

FROM: Julie Hudman, Ph.D.
Acting Director

DATE: **March 25, 2009**

SUBJECT: Mandatory Provider Reenrollment

In preparation for the implementation of the new District of Columbia Medicaid Management Information System (DCMMIS), the Department of Health Care Finance (DHCF) is requiring all providers to reenroll. The purpose of the reenrollment is to ensure that we have updated contact and billing information on all providers as we will begin to process claims from the new claims system (DCMMIS) in October 2009. **(The only exception to this requirement is for providers who were newly enrolled after October 1, 2008.)**

Reenrollment will begin on April 6, 2009. Providers have the option to reenroll anytime between April 6, 2009 – September 30, 2009 but we have asked that providers try to adhere to the schedule outlined below. Providers who do not re-enroll will face termination and claims will not be paid.

The reenrollment schedule is outlined below for your planning convenience:

Provider Type	Reenrollment Start Date
Public Providers	4/6/09
Hospitals, MCOs, MTM, Ambulatory Surgery Centers	4/13/09
Nursing Homes, ICF/MR, LTAC	4/20/09
Waiver – EPD, MRDD	4/27/09
Physicians, Podiatrists	5/4/09
Pharmacy	5/18/09
Dental, Dental Clinics, Opticians, Optometrists, Audiologists, Hearing Aids, Birthing Center	5/26/09
Nurse Practitioners, Ambulance, Independent Lab	6/1/09
Day Treatment (elderly), Home Health, Hospice	6/8/09
FQHC, Clinic, Dialysis	6/15/09
DME *(online enrollment is currently not available, please contact ACS to receive a paper application or download from www.dhcf.dc.gov)*	6/22/09
Alcohol and Substance Abuse	6/29/09
Mental Health Clinic, MHRS, RTC, Day Treatment (MH)	7/6/09

825 North Capitol Street, N.E., Washington, D.C. 20002 (202) 442-5988 Fax (202) 442-4790

As DHCF moves towards using more efficient technology, **providers are encouraged to re-enroll on line** via the new DHCF website at www.dhcf.dc.gov. On line enrollment decreases the need for paper because the only paper information a provider needs to send to our vendor, ACS, are the required documents by provider type. Current DC Medicaid provider numbers will not change.

To help our providers with the reenrollment process, we have planned four (4) **training sessions**. Below you will find a list of venues where we will hold training sessions:

Date	Time	Location	Address
April 7	1:00PM – 2:30 PM	Washington Hospital Center, True Auditorium	110 Irving Street NW Washington, DC 20010 (202) 877-7000
May 5	10:00 AM - 11:30 AM	Providence Hospital Ground Floor Lecture Hall	1150 Varnum St NE Washington, DC 20017 (202) 269-7000
June 23	2:00PM – 3:30PM	Washington Hospital Center, True Auditorium	110 Irving Street NW Washington, DC 20010 (202) 877-7000
July 28	2:30PM – 4:00PM	Providence Hospital Ground Floor Lecture Hall	1150 Varnum St NE Washington, DC 20017 (202) 269-7000

An **on-line training module** will be posted on the website for providers who are unable to attend, or who want to learn about the reenrollment process at their convenience. In addition, DHCF is currently coordinating with various provider associations (DCPCA, DCHA, DCHCA, DC Coalition) to coordinate provider specific trainings.

Look for more information coming soon. We will provide continued communications around the reenrollment activities as providers will be notified by using Remittance Advice banner messages, provider bulletins, fax messages and mailings. Up-to-date information will be posted on the new DHCF website (under the "For Our Provider" tab) at www.dhcf.dc.gov. The website is a good source for "late-breaking news," which is posted regularly. Providers are encouraged to sign in often to review the site information.

For questions on the process, please contact the ACS Provider Inquiry at:

(202) 906-8319 (inside the DC metro area)
(866) 752-9233 (outside the DC metro area)
Hours of operation are Monday – Friday 8am-5pm

If your questions and/or concerns are not addressed by our provider inquiry representatives, please feel free to contact Donald Shearer, Director of Program Operations at (202)698-2000.