



GOBIERNO DE PUERTO RICO
Administración de Seguros de Salud

Hon. Ricardo A. Rosselló Nevares
Gobernador

Sra. Angela M. Avila Marrero
Directora Ejecutiva

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NORMATIVE LETTER 18-0319-2

TO ALL CONTRACTED MANAGED CARE ORGANIZATIONS AND THE
PHARMACY BENEFIT MANAGER, REGARDING NEW MEDICAID PROVIDER
ENROLLMENT REQUIREMENTS

The Centers of Medicare and Medicaid Services (“CMS”) is now requiring that all providers furnishing items or services, or ordering, prescribing, referring, or certifying eligibility for, services for individuals eligible to receive federal medical assistance through Medicaid to be appropriately screened by and enrolled with the state. This requirement now extends to all providers participating in the network of a managed care organization (“MCO”) under the Medicaid program as well. **Effective April 30, 2018**, all such providers must be enrolled with the state in order to remain network provider of your organization under the federally-funded portion of the Government Health Plan (“GHP”) program.

The Puerto Rico Health Insurance Administration (Administración de Seguros de Salud de Puerto Rico “ASES”) will be launching a new online provider enrollment application process on or before April 2, 2018 in order to enroll all Medicaid network providers with the state. The application process is designed to be completed by most providers within twenty (20) minutes. We will be releasing detailed instructions and additional support to assist all MCOs and providers in this enrollment process. ASES will also schedule an information session with MCOs and other applicable managed care entities to discuss applicable requirements and to address any additional questions.

CMS emphasizes the importance of the new provider enrollment requirement as “integral to the integrity of the Medicaid program.” At the same time, CMS has encouraged states to avoid subjecting providers to redundant enrollment processes. ASES will seek to leverage provider screening and credentialing processes already conducted by the MCOs and CMS accordingly. All MCOs participating in the GHP program will be expected to assist in this effort by:



- Providing notification to your network providers to inform them of the enrollment requirement.
- Confirming the extent to which the MCO has already conducted certain screenings, including exclusion checks, criminal background checks, and license verification, for network providers. ASES will send the MCO a list of providers who have applied for Enrollment, along with a list of confirmatory questions for the MCOs to answer.
- Supporting other provider enrollment efforts as needed, including answering basic questions from providers about the state's enrollment process and referring providers to the appropriate personnel at ASES for further assistance.
- Ensuring all providers are appropriately enrolled with the state in order to participate in the MCO's provider network.

Thank you in advance for your assistance in this matter.

Sincerely,



Ángela M. Ávila Marrero
Executive Director