

Transmittal Letter

January 14, 2020

To: All Providers Contracted by First Medical Health Plan, Inc. for the Vital Plan, Unique Region and Vital Population-X (Virtual)

Re: Puerto Rico Medicaid Program Provider Enrollment Portal

Dear Provider:

Receive a warm greeting on behalf of First Medical Health Plan, Inc. (FMHP).

Committed to maintain you informed about the communications issued by the Puerto Rico Department of Health, attached to this letter you will find the Informative Letter related to the ***Puerto Rico Medicaid Program Provider Enrollment Portal***, issued on January 14, 2020.

Through this notice, the Puerto Rico Department of Health reminds you that, as of the second trimester of 2020, the Puerto Rico Medicaid Program (PRMP) will implement the Provider Enrollment Portal to comply with the provisions of the ***Affordable Care Act of 2010 (ACA)***, which requires State Medicaid Agencies to enroll their providers in the ***Medicaid Management Information System (MMIS)***.

In order to make the process of provider enrollment easier, PRMP will offer in-person training sessions and online tools such as training modules and digital reference guides. These tools will be available on the Puerto Rico Medicaid Portal (<https://www.medicaid.pr.gov/>), as of February 2020.

For specific details of the information provided by the Puerto Rico Department of Health, to learn about the Portal functions and to know about the enrollment phase, we encourage you to read the attached notice carefully. Also, you can contact the Medicaid Program directly via email: prmp-pep@salud.pr.gov.

If you have any questions regarding this letter and/or need additional information, feel free to contact our Provider Service Center toll free at 1-844-347-7802 Monday through Friday from 7:00 a.m. to 7:00 p.m. Also, you can access www.firstmedicalvital.com.

Cordially,

Compliance Department
First Medical Health Plan, Inc.



GOVERNMENT OF PUERTO RICO

Department of Health Medicaid Program

January 14, 2020

Managed Care Organizations (MCO)
Medicare Advantage Organizations (MAO)
Pharmacy Benefit Managers (PBM)
Puerto Rico Government Health Plan – Vital Health

Re: Puerto Rico Medicaid Program Provider
Enrollment Portal

This letter serves as a second notification to inform you about the requirement to enroll in the Puerto Rico Medicaid Program (PRMP) via the Provider Enrollment Portal (PEP). This requirement applies to all providers that provide, bill for, order, prescribe, or refer services for Medicaid beneficiaries under the Puerto Rico Government Health Plan (Vital or Platino Medicare plans). Important information including dates for training and enrollment are provided below.

As a reminder, the PRMP will implement the PEP to comply with the *Affordable Care Act of 2010* (ACA), which requires State Medicaid Agencies (SMA) to enroll their providers in the Medicaid Management Information System (MMIS).

Attached is a schedule that provides the timing of the start of training and the timeframe during which the enrollment application must be submitted for each provider type. Note that provider training will be offered via web-based trainings (WBT) and in-person trainings.

In future notifications, PRMP will provide additional details regarding the Learning Management System (LMS) training tool, which will be used to register for web-based and in-person training sessions as well as to view training documentation and Computer-Based Training (CBT) courses.

We encourage all providers to periodically review the Puerto Rico Medicaid website at <https://medicaid.pr.gov/Home/ProviderPortalEnrollment/> for additional information such as:

- Providers Who Must Enroll with PRMP Guidance document
- Checklists that provide the type of information and documentation required to complete an application
- Frequently Asked Questions (FAQs)

- PRMP Policies

PRMP appreciates your support and commitment to notify all providers in your network of these upcoming activities. Moreover, PRMP will continue to communicate with Professional Colleges and Provider Associations to help distribute this information. Updates will continue to be provided as new information is available.

Cordially,

Luz E. Cruz Romero
Executive Director
Puerto Rico Medicaid Program

cc: Hon. Rafael Rodríguez-Mercado
Secretary of Health

Jorge E. Galva-Rodríguez, JD, MHSA
Executive Director
Puerto Rico Health Insurance Administration (PRIA)

Enrollment and Training Schedule

This schedule provides the timing of the start of training and the timeframe during which the enrollment application must be submitted for each provider type. Clarifications are footnoted.

Wave	Provider Type	Training Start	Enrollment Start	Enrollment End
1	Ambulatory Surgical Center (ASC) Home Health Agency (HHA) Primary Medical Group (PMG)	3/24/2020	4/6/2020	5/18/2020
2	Center for Diagnosis & Treatment (CDT) External Clinic Federally Qualified Health Center (FQHC) Group ¹ Hospice Imaging Center Pediatric Center Primary Care Center Urgent Care Center	4/6/2020	4/20/2020	6/15/2020
3	Ambulance Developmental Disability Center Durable Medical Equipment (DME) Hearing Aid Supplier Hospital Inpatient Rehabilitation Facility (IRF) Laboratory Mental Health Center	4/27/2020	5/11/2020	7/6/2020
4	Physician Physician Assistant (PA)	5/11/2020	5/25/2020	8/3/2020
5	Comprehensive Outpatient Rehabilitation Facility (CORF) Dialysis Center Family Planning Center Imaging Center - Mobile Intermediate Care Facility for Individuals with Intellectual Disabilities Facility (ICF/IID) Methadone Center Non-Emergency Medical Transportation (NEMT) Pharmacy Skilled nursing facility (SNF)	6/15/2020	6/29/2020	8/24/2020
6	Dentist Nurse Practitioner	7/6/2020	7/20/2020	9/14/2020

¹ Group includes: Audiologist, Chiropractor, Dentist, Midwife, Nutritionist, Occupational Therapist, Optometrist, Physical Therapist, Physician, Podiatrist, Psychologist, and Speech Language Pathologist groups.

Wave	Provider Type	Training Start	Enrollment Start	Enrollment End
7	Audiologist Certified Registered Nurse Anesthetist (CRNA) ² Chiropractor Midwife Nutritionist/Dietician ³ Occupational therapist (OT) ⁴ Optometrist Physical Therapist (PT) ⁵ Podiatrist Psychologist Social Worker ⁶ Speech Language Pathologist ⁷	7/27/2020	8/10/2020	10/19/2020

² only when the CRNA is rendering services that are billed by a physician group, regardless of the place of service

³ only when the Nutritionist/Dietician is rendering services that are billed by a group or Hospice, regardless of the place of service

⁴ only when the Occupational Therapist is rendering services that are billed by the individual OT, a group or Hospice, regardless of the place of service; or when rendering services in an ambulatory setting

⁵ only when the Physical Therapist is rendering services that are billed by the individual PT, a group or Hospice, regardless of the place of service; or when rendering services in an ambulatory setting

⁶ only when the licensed Social Worker is rendering psychotherapy services in an ambulatory setting except for in Mental Health Centers

⁷ only when the Speech Language Pathologist is rendering services that are billed by the individual SLP, a group or Hospice, regardless of the place of service; or when rendering services in an ambulatory setting