



GOVERNMENT OF PUERTO RICO

Department of Health Medicaid Program

October 30, 2019

Medical Care Organizations
Medicare Advantage Organizations
Pharmacy Benefit Managers
Plan Vital

Re.: Provider Enrollment Portal of the Puerto Rico
Medicaid Program

This notice is to inform you that in the second quarter of 2020, the Puerto Rico Medicaid Program (PRMP) will implement the Provider Enrollment Portal (PEP) to comply with the *Affordable Care Act of 2010 (ACA)*, which requires that State Medicaid Agencies (SMAs) enroll their providers into the Medicaid Management Information System (MMIS).

Providers who provide services to Medicaid beneficiaries under the Government Health Plan (VITAL or Medicare Platino), and providers who submit claims or encounters, must enroll directly with PRMP through PEP. Providers who order, prescribe, or refer (OPR) services for Medicaid members are also required to enroll through PEP.

The new enrollment process will include, but is not limited to, the following functions necessary to comply with federal regulations:

- Enrollment of all providers
- Verification of licensure
- Verification of providers in state and federal databases
- Collection of disclosure and controlling interest information
- Collection of application fee, if applicable
- Criminal background check, if applicable
- Revalidation of provider information every three years

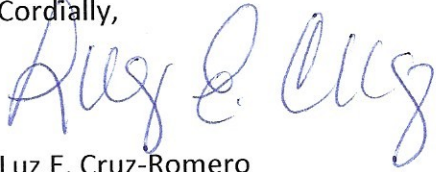
The PEP will capture provider data such as demographic and contact information, provider type, specialty, address, disclosure, license, and credential information. If you need additional details regarding the federal regulations that apply, please visit the following link: https://ecfr.io/Title-42/cfr455_main.

Enrollment through PEP will be carried out in waves by provider type. PRMP will communicate the enrollment dates for each wave, along with a checklist of the information required for each provider type, as we get closer to the implementation of the portal.

To assist providers with enrollment, PRMP will offer in-person training sessions, as well as online tools, such as computer-based training modules and reference guides. Online training tools will be made available on the Puerto Rico Medicaid portal (<https://www.medicaid.pr.gov/>) beginning February 2020.

PRMP appreciates your assistance notifying all providers in your networks of these upcoming activities. We are also reaching out to provider associations to help distribute this information. We will continue to provide updates as new information becomes available.

Cordially,



Luz E. Cruz-Romero
Executive Director
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c: Hon. Rafael Rodríguez-Mercado
Secretary of Health

Yolanda García-Lugo
Acting Director
Health Insurance Administration (ASES)