



State of Connecticut
Department of Developmental Services



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Operations Center Memo 2017-04

To: Private Providers
From: Peter Mason, Operations Center Director
Date: August 29, 2016
Subject: Notification of Provider Re-enrollment Requirement

The Department of Social Services (DSS) is requiring Department of Developmental Services (DDS) providers to re-enroll in the Connecticut Medical Assistance Program in order to comply with the Affordable Care Act (ACA) regulations. It is through the Connecticut Medical Assistance Program that the state is allowed to bill Medicaid services provided to individuals with intellectual disabilities. Hewlett Packard Enterprise is the Fiscal Agent under contract with DSS to support the operation of the Medical Assistance Program.

Previously, Performing Provider Agreements were signed by the private provider to establish a Medicaid number required for billing Medicaid for services rendered. Unless a new licensed service was added, there was no further action needed by the provider.

In order to receive future reimbursement for services rendered to Connecticut Medical Assistance Program individuals, providers will be required to re-enroll in the Connecticut Medical Assistance Program every three years using the on-line application tool. Basic information has been loaded and providers should update their information to stay Medicaid and ACA compliant. Providers will also be responsible for enrolling any new CLAs. Failure to re-enroll may result in a delay of service payments.

Provider Re-Enrollment

Providers will begin receiving re-enrollment due notices starting October 2016. Once this re-enrollment has been completed, re-enrollment will occur every thirty six (36) months. Six (6) months prior to their re-enrollment due date, providers will receive notification from Hewlett Packard Enterprise that it is time to re-enroll.

Provider Training

There will be a workshop training as well as two webinars scheduled for the end of September/early October. You should plan on having the appropriate staff participate in the workshop. The workshop invitation will follow in the next few weeks.

If you have questions relating to the enrollment/re-enrollment process, contact Nicholas Jerard at 860-418-6097.