

Aging and People with Disabilities

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Number: APD-IM-14-024

Issue date: 5/2/2014

Topic: Provider Information

Assisting Living and Residential Care Facilities Provider Enrollment

Subject: Agreement.

Applies to (check all that apply):

- | | |
|--|---|
| <input type="checkbox"/> All DHS employees | <input type="checkbox"/> County Mental Health Directors |
| <input checked="" type="checkbox"/> Area Agencies on Aging | <input type="checkbox"/> Health Services |
| <input checked="" type="checkbox"/> Aging and People with Disabilities | <input type="checkbox"/> Office of Developmental |
| <input type="checkbox"/> Children, Adults and Families | Disabilities Services (ODDS) |
| <input type="checkbox"/> County DD Program Managers | <input checked="" type="checkbox"/> Other (<i>please specify</i>): OLRO |

Message: Changes to the Assisted Living and Residential Care Facilities Medicaid provider enrollment process will require the use of a Provider Enrollment Agreement (PEA). Effective, May 5, 2014, new Medicaid enrollment and re-enrollment of Assisted Living and Residential Care Facilities will require the completion of a PEA in lieu of the traditional contracting process. This change is expected to streamline the enrollment process for new and continuing providers as well as meet new provider enrollment compliance standards. The Patient Protection and Affordable Care Act (ACA) enhanced the disclosure requirements for new and continuing Medicaid providers. Implementation of the PEA will allow Aging and People with Disabilities (APD) to collect the necessary information to comply with the provider screening requirements as noted in 42 CFR 455. In order for providers to be authorized and paid for Medicaid services they must be screened utilizing the new enrollment requirements and revalidate their disclosures at least every five years.

As the Medicaid provider contract expires a new PEA will replace the previous contracting process. Some Assisted Living and Residential Care Facilities will continue to require a contract in addition to the PEA. The contracts will be an ongoing requirement for memory care and gradual withdrawal contracts.

Assisted Living and Residential Care Facility providers who serve the Medicaid population will download and complete the PEA (form SDS 0288) and submit the completed form to the APD Provider Relations Unit for processing. The form is available online at <http://www.oregon.gov/dhs/pages/index.aspx>. Providers may submit

the PEA via secure email or fax. Providers can request a secure email from APD.ProviderEnrollment@state.or.us. APD Provider Enrollment staff will in turn send the provider a secure email for submitting the imaged, completed PEA and current license. The provider may also submit the PEA via fax to APD Provider Enrollment at 503-947-5357. Providers will be notified via email when their provider number has been assigned or renewed. These actions need to occur before the expiration of the provider's current Medicaid contract and the provider must continuously hold an active license for Medicaid services to be rendered. For new providers, successful enrollment and assignment of a provider number is necessary prior to Medicaid services being rendered.

If you have any questions about this information, contact:

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|--------------------|--|-------------|--------------|
| Contact(s): | Deb Satterfield, APD Provider Relations Manager Nathan Singer, APD Central Delivery Supports Manager | | |
| Phone: | 503-945-6453 or 800-241-3013 503-269-8913 | Fax: | 503-947-5357 |
| Email: | debra.satterfield@state.or.us APD.ProviderEnrollment@state.or.us | | |