
Subject: GENERAL ANNOUNCEMENT - Alert
Date: 03/22/2017
LOB: Institutional/Professional
Payer(s): 12K87 - DE - MEDICAID
SKDE0 - DE - MEDICAID

Topic:

Announcement from DE Medicaid

Due to ACA Guidelines, the service location must be enrolled in order for us to pay a claim. Our system edits down to the EXACT location. Example: ROAD vs. RD or SUITE vs. STE

Providers can log into the portal to see exactly how their address is enrolled. The service location on the claim must match an enrolled service location. If the service is being billed from a service location that the provider never enrolled, the provider will need to complete a new enrollment application. (This does not mean that if the provider leaves their office to service a client at a hospital that the hospital address has to be enrolled. They would use the service location of the office the provider is working from).

You cannot change an address in the portal. If the address is incorrect the provider needs to complete a New Enrollment application.

<https://medicaid.dhss.delaware.gov/provider/Home>

Do not log in

Select Provider Enrollment from the left column

Select Enrollment Application from the left column

Read the provider enrollment instructions and click CONTINUE at the bottom right of the page

- Office was told then need to following paperwork to re-enroll
- Tax ID care/Assignment Letter (W-9) or Social Security Card (include as attachment)
- NPI assignment Letter (include as attachment)
- Professional License (include as attachment)
- Suggest to call and verify no other documents need to be attached.

Complete the enrollment form and submit to DE Medicaid. Our Provider Enrollment team is – DelawarePRET@hpe.com or call 800-999-3371, press 0, press 2

Thank You for your attention and cooperation,

Change Healthcare

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