



A Connecticut Medical Assistance Program Workshop

New Provider Enrollment

Presented by

The Department of Social Services (DSS) and HP

Providers interested in participating in the Connecticut Medical Assistance Program (CMAP) are encouraged to attend this New Provider Enrollment Workshop. Providers must be enrolled in the CMAP network in order to be reimbursed for services provided to clients in the HUSKY Health program. This training will provide information needed to successfully enroll in the CMAP network.

This training is delivered via an internet virtual classroom that allows class participants to attend a workshop without leaving their office. Participants will be provided a key to an internet classroom to attend this New Provider Enrollment training. At the same time, participants will dial into a conference call and have an opportunity to ask questions. Providers who register for this training will receive an email from HP with directions on how to attend this training. For this reason, it is critical that providers enter a valid email address at the time of registration. If this email is not received prior to the day of the training, please contact the HP Provider Assistance Center toll free at 1-800-842-8440.

Topics Include:

• Online Enrollment Wizard	• Common Enrollment Errors
• Evidentiary Documentation	• Time for Questions
• Notice of Enrollment Decision	

HOW TO REGISTER FOR A WORKSHOP

To register for a workshop, visit the www.ctdssmap.com Web site and go to Information, then Publications and scroll down to Provider Workshop Invitation Forms. Select the New Provider Enrollment Workshop and click on the Registration Link of your choice.

Multiple attendees from the same provider office must register separately. The internet virtual classroom training can accommodate as many participants that wish to attend.

Once you click “Register Now” at the bottom of your registration page, you will be provided a workshop confirmation number. Please retain this number for your records should you need to discuss your registration with HP. If you do not receive a confirmation number, you have not successfully registered for this workshop.

The following information is required when registering for a workshop:

- Provider Name
- NPI Number
- Contact Name
- Telephone Number (including Area Code)
- Email Address
- Name of Attendee

Training dates and times are listed below. The Registration links are listed right underneath the date of the workshop. To register for a workshop, select the appropriate link and register online.

Date of Virtual Room:	Time:	Register by:
November 21, 2011 http://www.surveymonkey.com/s/newproviderenrollment112111	10:00 AM-12:00 PM	November 15, 2011
November 23, 2011 http://www.surveymonkey.com/s/newproviderenrollment112311	10:00 AM-12:00 PM	November 17, 2011
November 29, 2011 http://www.surveymonkey.com/s/newproviderenrollment112911	1:00 PM-3:00 PM	November 22, 2011
December 1, 2011 http://www.surveymonkey.com/s/newproviderenrollment120111	2:00 PM-4:00 PM	November 25, 2011
December 5, 2011 http://www.surveymonkey.com/s/newproviderenrollment120511	2:00 PM-4:00 PM	November 29, 2011
December 7, 2011 http://www.surveymonkey.com/s/newproviderenrollment120711	1:00 PM-3:00 PM	December 1, 2011

Questions? Need assistance? Call the HP Provider Assistance Center Mon.–Fri. 8:00 a.m. – 5:00 p.m.
In-state toll free 1-800-842-8440 or Out-of-state or in the local Farmington, CT area (860) 269-2028
Or write to HP, PO Box 2991, Hartford, CT 06104. Program information at www.ctdssmap.com

