

Medicaid Enrollment National Diabetes Prevention Program (NDPP)

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Prepared by CSRA, A General Dynamics Company

eMedNy

NDPP Enrollment

Instructions for enrolling as a provider in the New York State (NYS) Medicaid National Diabetes Prevention Program (NDPP):

 The NDPP is an evidence-based, educational and support program, taught by trained Lifestyle Coaches that is designed to prevent or delay the onset of type 2 diabetes. The Centers for Disease Control and Prevention (CDC) established the National DPP, and the national standards and guidelines, known as the National Diabetes Prevention Recognition Program (DPRP) for the effective delivery of the NDPP lifestyle change program.

The March 2018 DPRP Standards and Operating Procedures can be found here: <u>https://nationaldppcsc.cdc.gov/s/article/DPRP-Standards-and-</u> <u>Operating-Procedures-2018</u>

 For more information about the NYS Medicaid NDPP please visit: <u>https://health.ny.gov/health_care/medicaid/redesign/ndpp/policy-billing_guide.htm</u>

NDPP Enrollment Checklist

Community Based Organizations (CBOs), clinics (hospital outpatient departments (OPDs), freestanding diagnostic and treatment centers (D&TCs), and federally qualified health centers (FQHCs)), group practices, and individual practitioners (Physicians, Nurse Practitioners, Midwives) will have to perform the following to be able to enroll, and bill Medicaid FFS as an NDPP provider.

□ Obtain CDC-DPRP recognition.

Obtain a National Provider Identifier (NPI) number (if needed).

- ➢ New CBOs
- All group practices
- All clinics
- All Individual Lifestyle Coaches. These NPIs are for reporting purposes only on the Medicaid FFS claims
- □ Provide a signed and dated NYS Medicaid NDPP Recognition Attestation (<u>eMedNY-434901</u>).

□ Provide a copy of all of the organization's CDC-DPRP recognition documents received by the CDC.

- Complete all required NYS Medicaid NDPP provider enrollment forms.
- Pay the Medicaid enrollment fee
 - NYS was awarded a grant by the CDC to support the establishment of new NDPP delivery organizations and increase participation among high-burden populations. A portion of this grant has been set aside to pay the initial cost of the Medicaid provider enrollment application fee for newly enrolling Medicaid NDPP service providers (for a limited time based on the award).

Providers will complete and submit all of the required NYS Medicaid NDPP provider enrollment application or maintenance forms, along with all of the above documentation to eMedNY provider enrollment for review and processing.

CDC Recognition

- Organizations or Individual practitioners looking to enroll and bill Medicaid as an NDPP service provider must first become recognized by the CDC prior to engaging in their Medicaid NDPP provider enrollment application process.
- NYS Medicaid recognizes, enrolls, and reimburses for NDPP services rendered by Organizations or individual practitioners that have been recognized by the CDC for any of the three CDC-DPRP recognition levels: Pending, Preliminary, or Full recognition.
- Enrollment in NYS Medicaid as an NDPP service provider is contingent upon Organization's or individual practitioner's CDC-DPRP recognition status. If an Organization or individual practitioners fails to maintain a current, active CDC-DPRP recognition, it will lose its ability to seek reimbursement from Medicaid for NDPP services.

<u>Note</u>: When a new recognition level is attained or the recognition is renewed, the Bureau of Provider Enrollment must be notified.

Obtain a National Provider ID (NPI)

- Individual practitioners that are already enrolled in Medicaid under an existing NPI may utilize the same NPI for NDPP enrollment purposes.
- Group practices, clinics, and CBOs that are currently enrolled in NYS Medicaid under an existing NPI, Category of Service (COS), and/or specialty code are required to obtain and enroll a new, separate, and distinct NPI to be used solely for the purpose of enrolling in Medicaid as an NDPP service provider.

<u>Note</u>: The new NDPP NPI MUST be in the name of the CDC-recognized Organization or individual practitioner.

 Providers that are required to obtain a new NPI as part of this process may do so at any time through the National Plan and Provider Enumeration System (NPPES) website located at <u>https://nppes.cms.hhs.gov/#/</u>.

NYS Medicaid NDPP Pathways

Pathway #1

Individual Practitioners:

You are an individual practitioner already enrolled in Medicaid <u>and</u> are already CDC-DPRP recognized, therefore you only need to add the NDPP specialty code to your provider file.

Step #1

CDC Recognition

All individual practitioners and CBOs <u>MUST</u> 1st achieve CDC-DPRP Pending, Preliminary, or Full recognition before enrolling in NYS Medicaid as an NDPP service provider.

Medicaid NDPP Enrollment

Pathway #2

CBOs (includes clinics and group practices)

You are a CBO and are already CDC-DPRP recognized. You must obtain a new, separate and distinct NPI for the purpose of enrolling in Medicaid as an NDPP service provider.

NYS Medicaid Step #1 - CDC Recognition

If you are a clinic, group practice, or individual practitioner and:

- Would like to participate in the NYS Medicaid program as an NDPP service provider, but have <u>not</u> been recognized by the CDC-DPRP to deliver NDPP services you must first:
 - Achieve CDC-DPRP Pending, Preliminary, or Full recognition before enrolling in NYS Medicaid as an NDPP service provider.
- Organizations and individual practitioners should review the CDC-DPRP Standards and Operating Procedures for additional information about becoming a CDC-DPRP recognized NDPP provider located at: https://www.cdc.gov/diabetes/prevention/pdf/dprp-standards.pdf.
 - To apply for CDC-DPRP recognition complete the online application at: <u>https://www.cdc.gov/diabetes/prevention/lifestyle-program/apply_recognition.html</u>.

Looking to enroll in NYS Medicaid as an NDPP Service Provider





NYS Medicaid Pathway #1 - Individual Practitioners

If an individual practitioner (Physician, Nurse Practitioner, Midwife) has:

- Already achieved CDC-DPRP recognition to deliver NDPP services, and;
- Is already enrolled as a NYS Medicaid provider; then
- All that needs to be done is to have the NDPP-specific Specialty code (105) added to the provider's Medicaid provider enrollment file via a simple provider enrollment maintenance transaction.
 - Individual practitioners that are already enrolled in Medicaid under an existing NPI, COS, and/or specialty code and are looking to add the NDPP specialty code should complete and submit the following NYS Medicaid maintenance forms along with the documentation received from the CDC stating that they have achieved CDC-DPRP recognition:
 - NDPP Recognition Attestation (<u>eMedNY-434901</u>); and
 - NYS Medicaid Practitioners or Physicians Disclosure Form (<u>EMEDNY-380104</u>).

Navigate to the "Individual Practitioners (Physicians, Nurse Practitioners, Midwives)" section of the NYS Medicaid eMedNY NDPP provider enrollment page located at https://www.emedny.org/info/providerenrollment/ndpp/index.aspx for additional information about participating in the NYS Medicaid program as an NDPP service provider.

Medicaid Enrolled Physician, Nurse Practitioner, or Midwife looking to add NDPP Specialty Code



NYS Medicaid Pathway #2 - CBOs, Clinics, & Group Practices

If a CBO, clinic, or group practice has:

- Already achieved CDC-DPRP recognition to deliver NDPP services, and;
- Is looking to newly enroll in NYS Medicaid as an NDPP service provider, or is currently enrolled in NYS Medicaid under an existing NPI, COS, and/or specialty code; then
 - They must first obtain a new, separate, and distinct NPI to be used solely for the purpose of enrolling in Medicaid as an NDPP service provider.
 - The CBO, clinic, or group practice will be enrolled in Medicaid as an NDPP service provider under its new NPI and will be identified as a CBO under COS 0572. This identification does not affect any other aspect of its Medicaid provider enrollment file.

Newly enrolling CBOs should complete and submit the following NYS Medicaid enrollment forms, along with the documentation received from the CDC stating that they have achieved CDC-DPRP recognition:

➢ NDPP Recognition Attestation (<u>eMedNY-434901</u>); and

> NYS Medicaid Business Enrollment Form (<u>EMEDNY-436701</u>).

Navigate to the "CBO Enrollment Forms and Instructions" section of the NYS Medicaid eMedNY NDPP provider enrollment page located at <u>https://www.emedny.org/info/providerenrollment/ndpp/index.aspx</u> for additional information about participating in the NYS Medicaid program as an NDPP service provider.

CBO, Clinic, or Group Practice looking to enroll as a Medicaid NDPP Service Provider





Application Review by NYS Department of Health's Bureau of Provider Enrollment

Complete applications will be reviewed by NYS Department of Health's Bureau of Provider Enrollment. If more information is necessary to process the application, the provider will be notified.

• Providers should be sure that the e-mail address listed on the application is correct as this will be the primary method of contact if outreach or corrections are needed.

Upon review and approval, providers are notified by mail that they have been enrolled in NYS Medicaid program as an NDPP service provider, and that the new NDPP Specialty Code and/or COS has been added to their provider file.

- NDPP COS of 0572 will be added for the new CBO provider types.
- NDPP Specialty Code 105 will be assigned to CBOs, clinics, and individual practitioners, which is required for payment for NDPP services.

COS 0572 was established to identify the newly created CBO provider type within the Medicaid program. COS 0572 cannot be added to an existing NYS Medicaid provider enrollment file. An organization's enrollment in Medicaid under COS 0572 is a separate and distinct Medicaid enrollment and will not affect any aspect of an organizations other Medicaid enrollment file(s). CBO's enrolled in Medicaid under COS 0572 may only be assigned specialty codes to render specific services as designated by the Department of Health (DOH). At this time, NDPP services under specialty code 105 is the only specialty code/service that has been approved by DOH to be rendered under COS 0572.

Where Do I Go To Enroll in NY Medicaid?

- Go to www.emedny.org
- Choose the Provider Enrollment Tab on eMedNY home page
- Select **NDPP** from the drop-down list on the Provider Enrollment Tab



CSRA Prepared by CSRA, A General Dynamics Company

Provider Enrollment & Maintenance



NATIONAL DIABETES PREVENTION PROGRAM (NDPP)





The Department of Health announces the launch of the New York State Medicaid program's coverage of the Centers for Disease Control and Prevention (CDC) National Diabetes Prevention Program (NDPP) for Medicaid Fee-For-Service (FFS), and Medicaid Managed Care (MMC) members. The NDPP is an evidence-based, educational and support program designed to assist at-risk individuals from developing Type 2 diabetes.

CDC Resources:

- 1. CDC Diabetes Prevention Recognition Program Standards and Operating Procedures Handbook
- 2. CDC NDPP Recognition Application
- 3. CDC NDPP Registry of All Recognized Organizations

Provider Training Videos

eMedNY provides an "Introduction to Provider Enrollment" that walks providers through the steps of how to enroll as a provider of services for the NYS Medicaid program at: https://www.emedny.org/info/ProviderEnrollment/enrollguide.aspx

IMPORTANT: The NDPP. Recognition Attestation (Form #434901) found at the link below is a requirement for all of the NDPP service provider types referenced below. NDPP providers seeking enrollment in NYS Medicaid must review and attest to all of the rules, obligations, and responsibilities contained therein to be able to enroll, and participate in the NYS Medicaid provider.

Providers should be sure to submit the completed, signed, and dated <u>NDPP Recognition Attestation (Form #434901)</u> along with copies of the Organization's Pending recognition e-mail, or the Preliminary/Full recognition correspondence letter that was received from the CDC when NDPP recognition was achieved. Any Organizations which received Full recognition should also include a copy of the NDPP Certificate of Recognition.

CDC-NDPP Recognition is the 1st Step	~
Community Based Organizations (CBOs)	~
ও Individual Practitioners (Physicians, Nurse Practitioners, Midwives)	~
Practitioner Groups	~
A Hospital Clinic (OPD) or Freestanding Clinic (D&TC)	~
Additional Resources	
	~

https://www.emedny.org/info/ProviderEnrollment/NDPP/index.aspx

Provider Enrollment Forms <u>for the</u> <u>NYS Medicaid NDPP:</u>

<u>A Provider Overview</u>

NDPP Recognition Attestation (eMedNY-434901)

Provider Enrollment & Maintenance





The Department of Health announces the launch of the New York State Medicaid program's coverage of the Centers for Disease Control and Prevention (CDC) National Diabetes Prevention Program (NDPP) for Medicaid Fee-For-Service (FFS), and Medicaid Managed Care (MMC) members. The NDPP is an evidence-based, educational and support program designed to assist at-risk individuals from developing Type 2 diabetes.

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IMPORTANT: The NDPP Recognition Attestation (Form #434901) found at the link below is a requirement for all of the NDPP service provider types referenced below. NDPP providers seeking enrollment in NYS Medicaid must review and attest to all of the rules, obligations, and responsibilities contained therein to be able to enroll, and participate in the NYS Medicaid Program as an NDPP billing provider.

Providers should be sure to submit the completed, signed, and dated NDPP Recognition Attestation (Form #434901) along with copies of the Organization's Pending recognition e-mail, or the Preliminary/Full recognition correspondence letter that was received from the CDC when NDPP recognition was achieved. Any Organizations which received Full recognition should also include a copy of the NDPP Certificate of Recognition.

CDC-NDPP Recognition is the 1st Step

Clinics, groups, individuals, and organizations looking to enroll in Medicaid as an NDPP Service provider must first comply with the standards and guidelines set forth by the Centers for Disease Control and Prevention (CDC) as outlined in the a National <u>Diabetes Prevention Recognition Program (DPRP)</u>, and obtain a valid, current CDC Pending, Preliminary, or Full NDPP recognition.

The NYS NDPP consists only of in-person, group training sessions. The "Delivery Mode" referenced on the CDC-NDPP recognition letter awarding Pending, Preliminary, or Full recognition must reference a "Delivery Mode" of "In-Person." If the CDC-recognition states a delivery mode of "Combination," additional documentation will have to be provided showing that an "In-Person" delivery modality is part of their "Combination" CDC-recognition. NDPP Delivery modes of "Online," and "Distance Learning" are not acceptable NYS Medicaid NDPP "Delivery Modes." NDPP provider enrollment applications will be withdrawn from consideration if they lack the required "In-Person" "Delivery Mode" requirement.

Clinics, groups, individuals, and organizations looking to enroll in Medicaid as an NDPP provider must first become recognized by the CDC prior to engaging in their Medicaid NDPP provider enrollment application process. However, providers that are required to obtain a new National Provider Identifier (NPI) may do so at any time through National Plan and Provider Enumeration Service (NPPES). You can obtain an NPI online at any time through the NPPES website: https://nppes.cms.hhs.gov/#/.

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NDPP Recognition Attestation (Cont.)

NEW YORK STATE MEDICAID PROGRAM

Centers for Disease Control and Prevention (CDC) National Diabetes Prevention Program (NDPP) - Recognition Attestation

This attestation pertains to CDC-recognized clinics, groups, individuals, and organizations (hereinafter "Organization") that intend to provide and bill Medicaid for National Diabetes Prevention Program (NDPP) services. These organizations must have achieved pending, preliminary, or full recognition through the CDC's National Diabetes Prevention Recognition Program (DPRP) and are seeking enrollment into New York State (NYS) Medicaid as an NDPP service provider.

The Department of Health (DOH) hereby establishes the Medicaid provider enrollment requirements for the NYS Medicaid Program NDPP category of service. To be eligible to be enrolled as a Medicaid NDPP service provider, the applicant-organization must satisfy the Medicaid provider enrollment requirements and federal and State regulatory standards set forth in this Attestation.

- The Organization attests that it has achieved either pending, preliminary, or full recognition through the CDC's DPRP and is seeking enrollment into the NYS Medicaid Program as an NDPP service provider.
- The Organization attests that it has thoroughly reviewed the NYS Medicaid Program's policy and billing guidelines, and fully understands and agrees that the organization shall be subject to, and bound by, all of the rules, regulations, policies, standards, fee codes and procedures of the DOH

https://www.emedny.org/info/ProviderEnrollment/ProviderMaintForms/434901_ND PP_Attestation_Form.pdf

NDPP Recognition Attestation (Cont.)

This attestation form must be completed by the Organization applying for enrollment in the NYS Medicaid Program as an NDPP provider.

(Print Name of the Provider, Authorized Agent or Managing Employee

Ι,

(Print name of CDC-recognized organization)

has achieved CDC-DPRP (Pending/Preliminary/Full) recognition and is therefore eligible to enroll in the NYS Medicaid program as an NDPP service provider. Organizations are required to update their DPRP recognition with the NYS DOH Bureau of Provider Enrollment whenever a new DPRP recognition standard has been achieved. Medicaid NDPP enrollment is contingent upon a current, valid CDC-DPRP recognition. CDC-NDPP recognized organizations are required to obtain and maintain their CDC-DPRP recognition at all times in order to maintain their Medicaid NDPP provider enrollment. If the organization fails to maintain a current CDC-DPRP recognition, it will be terminated from Medicaid NDPP provider enrollment, and pursuant to Section 5005(b)(2) of the 21st Century Cures Act and Section 1932(d) of the Social Security Act, will also be removed from all Medicaid Managed Care (MMC) networks in which it participates.

, hereby attest that

Current CDC recognition level awarded (Pending/Preliminary/Full):

Date CDC recognition awarded:

Date CDC recognition Valid through date:

I certify that all statements made herein are true, accurate and complete to the best of my knowledge.

WHOEVER KNOWINGLY AND WILLFULLY MAKES OR CAUSES TO BE MADE A FALSE STATEMENT OR REPRESENTATION ON THIS ATTESTATION MAY BE PROSECUTED UNDER APPLICABLE FEDERAL OR STATE LAWS. IN ADDITION, KNOWINGLY AND WILLFULLY FAILING TO FULLY AND ACCURATELY DISCLOSE THE INFORMATION REQUESTED MAY RESULT IN DENIAL OF A REQUEST TO PARTICIPATE OR WHERE THE ENTITY ALREADY PARTICIPATES, A TERMINATION OF ITS AGREEMENT OR CONTRACT WITH THE STATE AGENCY OR SECRETARY, AS APPROPRIATE.

Print Name Authorized Agent

Signature of Authorized Agent

Date

NPI of Enrolling Organization

Enrolling Organization Type (i.e., CBO, Article 28, Practitioner)

Community Based Organizations Enrollment

CDC-NDPP Recognition is the 1st Step

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A Community Based Organizations (CBOs)

If you are already recognized by the CDC, but not enrolled in Medicaid

All CBOs are required to obtain and enroll a new NPI for the purposes of enrolling in Medicaid as an NDPP service provider. This policy applies even if the CBO is currently enrolled in Medicaid under an already existing NPI, Category of Service (COS), and/or specialty code. They are still required to obtain a new, unique NPI for the purposes of enrolling in Medicaid as an NDPP service provider.

Once the CBO has obtained their new NDPP NPI, and has also achieved either Pending, Preliminary or Full recognition from the CDC, they may move forward with applying to enroll in NYS Medicaid as an NDPP service provider.

Once the CBO has obtained their new NDPP NPI, and has also achieved either Pending, Preliminary or Full recognition from the CDC, they may move forward with applying to enroll in NYS Medicaid as an NDPP service provider.

Newly enrolling CBOs should complete, and submit the following NYS Medicaid enrollment forms along with the documentation received from the CDC stating that they have achieved National Diabetes Prevention Recognition Program (DPRP) recognition:

NDPP Recognition Attestation (<u>EMEDNY-434901</u>); and

NYS Medicaid Business Enrollment Form (EMEDNY-436701)

The newly acquired NDPP NPI will be enrolled in the Medicaid program under COS 0572 and will be identified as a CBO solely for purposes of NDPP provider enrollment and claims payment.

CBOs must also complete the following "NYS Medicaid Business Disclosure Form" any time they recertify their Medicaid enrollment, or anytime a new Lifestyle Coach is added to their Organization.

The NYS Medicaid Business Disclosure Form (EMEDNY-380101).

All of the above referenced documents are also available on the "CBO Enrollment Forms & Instructions" link referenced below. Providers should also be sure to thoroughly review the "Requirements & Additional Forms" section of the eMedNY NDPP CBO provider enrollment page to ensure that they have reviewed, completed, and submitted all of the required Medicaid enrollment or maintenance transaction forms. Failure to provide the requested information will result in the application being deemed incomplete and returned to the provider unprocessed.

Clinics, group practices, and organizations that are required to obtain a new National Provider Identifier (NPI) in order to enroll in Medicaid as an NDPP service provider may do so at any time through National Plan and Provider Enumeration Service (NPPES). An NPI can be obtained online at any time through the NPPES website: https://nppes.cms.hhs.qov/#/.

The 0572 COS was established to identify the newly created CBO provider type within the Medicaid program. COS 0572 cannot be added to an existing NYS Medicaid provider enrollment file. An organization's enrollment in Medicaid under COS 0572 is a separate and distinct Medicaid enrollment, and will not affect any aspect of an organizations other Medicaid enrollment file(s). CBO's enrolled in Medicaid under COS 0572 may only be assigned specially codes to render specific services as designated by the Department of Health (DOH). At this time, NDPP services under specialty code 105 is the only specialty code/service that has been approved by DOH to be rendered under COS 0572.

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Community Based Organizations Enrollment (Cont.)



Provider Index > Community Based Organizations (CBO)

Provider Enrollment & Maintenance



Complete this Enrollment Form if you are:

- 1. Applying for initial ENROLLMENT or ALREADY ENROLLED and enrolling another NPI, or
- 2. Responding to a letter instructing you to REVALIDATE your enrollment, or
- 3. Seeking REINSTATEMENT or REACTIVATION of your previous enrollment, or
- 4. Reporting an OWNERSHIP CHANGE

BUSINESS Enrollment Form



Category(s) of Service: 0572

If you are ALREADY ENROLLED and need to change your address, <u>click here</u>.

Application Fee is WAIVED

For a limited time, New York State (NYS) Medicaid will waive the initial Medicaid enrollment application fee for all newly enrolling National Diabetes Prevention Program (NDPP) service provider applications. This application fee waiver is made available via a grant that was awarded to NYS by the Centers for Disease Control and Prevention (CDC) to support the establishment of new Diabetes Prevention Program delivery organizations, and increased participation amoung high-burden populations.



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? General Instructions for the Enrollment Form

Complete <u>ALL</u> items on the form <u>unless</u> otherwise instructed below. Failure to complete all required fields will result in your enrollment form being returned to you which may have an impact on the enrollment effective date.

	ER ENROLLMENT FORM	<u>Mail to:</u>		
BUSI	NESSES	eMedNY		
Only Choose One: Billing Provider		PO Box 4603 Rensselaer, NY 12144-4603		
Category(s) of Service – E	Enter the 4-digit code(s) given in the i	nstructions:		
New Enrollment	(enrolled; required to revalidate)	(enrolled, complying with 42CFR Part 455.104)		
(not currently enrolled)		NY Provider ID #		
Reinstatement/Reactivation – if Applicant was previously excluded/terminated from the Medicaid Program, complete the Prior Conduct Questionnaire found at <u>www.eMedNY.org</u> and include it with this Enrollment				
Form.				

Applicant / Business Name (exactly as it appears on your license/registration; if none use name from IRS assignment letter)						
NPI (unless exempt)		FEIN				
License #	State of Licen	sure if not Nev	v York	License Begin Date (MM/DD/YYYY)		
Doing Business as (DBA) Name						
DEA Number (Pharmacy Only)	DEA Effective	Date (MM/DD)/YYYY)	DEA Expiration Date (MM/DD/YYYY)		
Are you enrolled Applicant's e-Mail Address - REQUIRED						
in Medicare?	No					
Ownership Code: C69-Federal 70-0	County 🗖71-	Municipal	72-State	73-Voluntary / Not-for-Profit		
□74-For Profit Corp.	□75-For Profi	t Partnership	□76-For Pro	ofit-Individual 🗖 19-Other		

CORRESPONDENCE: (indicate where letters and claims forms, if any, should be sent) – PO Box not acceptable					
Attention:	Street Address	Suite / Department/ Floor			
City	State	Zip Code (9 digit)			
County (if in New York)	Telephone Number (w/ extension)	Fax Number			
PAY TO ADDRESS: (indicate where che	ecks & remittance statements should be ser	nt until EFT and e-Remits are in place):			
Attention:	Street Address or PO Box	Suite / Department/ Floor			
City	State	Zip Code (9 digit)			
County (if in New York)	Telephone Number (w/ extension)	Fax Number			
CORPORATE ADDRESS: (indicate when	e Annual Tax Documents (Form 1099) sho	uld be sent)			
Attention:	Street Address or PO Box	Suite / Department/ Floor			
City	State	Zip Code (9 digit)			
-					
County (if in New York)	Telephone Number (w/ extension)	e-Mail Address - REQUIRED			

PLEASE NOTE:

Services rendered to Medicaid patients at your service address may not be billed through any other provider number. If you provide services at your service location that are subsequently billed through another provider number (including a provider number issued to another location under the same ownership) your application will be denied and action will be taken against the billing provider.

SERVICE ADDRESS: (where service is	provided) – DO NOT LIST A PATIENT'S	ADDRESS				
(see instructions) *Valid Telephone numbers are require	ed for each service address.				
Attention:	Street Address (PO Box is not ad	cceptable)				
Suite / Department / Floor	·					
City	State	Zip Code (9 digit)				
County (if in New York) *Telephone Number (w/ extension) Fax Number						

If the Applicant is a Pharmacy, Laboratory or a Portable X-Ray provider, please provide the Name and NPI of the Supervising Pharmacist, Laboratory Director or Supervising Physician, respectively.

<u>PLEASE NOTE</u>: If this individual is not actively enrolled in the NY Medicaid Program, s/he must complete the appropriate enrollment form found at www.eMedNY.org.

Name:	NPI:

DISCLOSURE OF OWNERSHIP AND CONTROL

Completion is required by 42 CFR Part 455.104. *Failure to provide the information requested will cause the application to be returned.* <u>Click here</u> to review definitions and policy found at 18NYCRR, Section 504.1 before completing this form. {If additional space is needed, copy form; all entries must be on the form}.

SECTION 1:

Disclosing Entity / Applicant (Entity named on page 2 of this application)

Entity Name	
FEIN	NPI (if exempt, leave blank)

Ownership in Applicant (per 42 CFR, Part 455.104(b)(1)(i) – (Entities and/or Individuals) Copy this page to report additional owners.

Name of Individual or En	Name of Individual or Entity		Title (if individual)		
				(MM/DD/YYYY)	
Address (Home Address	s if Individual; Primary Address	if Corporation)	– Street	City	State & Zip Code (9 digit)
				,	(g)
SSN (for individual)	FEIN (for entity)	% of Owners	ship (if none, put 0%)	NPLO	or NY Medicaid ID (if none, write None)
For Individuals Only: If y	ou are related* to another perso	on with an own	ership or control intere	st in the	Applicant, complete the following:
Name of other Owner:	Relat	tionship to othe	er Owner (parent, child,	sibling,	spouse):
For Corporations & Optic	al Establishments Only: Use th	e space below t	o report other business a	addresse	es (per 42CFR, Part 455.104(b)(1)(i)):
1)	2)		3)3)3)3)3)3)3)3		

SECTION 2:

Ownership in Other Disclosing Entities (ODE) (per 42 CFR, Part 455.104(a)(3)) - (Complete if any

identified in Section 1 has an ownership or control interest in ODE)

Name (from Section 1)	Name of ODE	NPI or Medicaid ID of ODE
Name (from Section 1)	Name of ODE	NPI or Medicaid ID of ODE

SECTION 3:

Ownership in Subcontractors If the Applicant has an ownership or control interest of 5% or more in a subcontractor <u>and</u> an Owner of the Applicant also has an ownership or control interest in the subcontractor, complete the boxes below. If those identified in this Section have a familial relationship with a person with ownership or control interest in one of these subcontractors, complete Section 4).

Owner's Name (from Section 1)	Subcontractor Name	Tax Identification Number
Owner's Name (from Section 1)	Subcontractor Name	Tax Identification Number

SECTION 4:

Familial Relationship in Subcontractors (Complete if those identified in Section 3 have a *familial relationship with a person with ownership or control interest in one of the subcontractors identified in Section 3). *parent, child, sibling, spouse

Owner's Name	Subcontractor's Name	Name & Familial Relationship	
Owner's Name	Subcontractor's Name	Name & Familial Relationship	



SECTION 5:

Agents, Managing Employees & Those with a Control Interest – Including, but not necessarily limited to, the following: Facility Administrator, all Members of the Board of Directors, Managing Employees, Compliance Officer, Laboratory Director, Supervising Pharmacist, Employee/Lifestyle Coach (although unusual, if None, indicate <u>NONE</u> in the first "Name" field below). Include familial relationship to the Applicant (spouse, parent, child, sibling), if any.

Completion of all fields is required by 42 CFR Part 455.104. **Failure to provide the information requested will cause the application to be returned**. <u>Click here</u> to review definitions and policy found at 18NYCRR, Section 504.1. If additional space is needed, copy form; all entries must be on the form.

Name		Association type (see instructions)			
Home Address		City & State			Zip Code (9 digit)
SSN	Date of Birth (MM/DD/Y)	YYY)	Familial Relationship		
	-	-		-	
	•				
Name			Association type	e (see instructi	ons)
Home Address		City & State			Zip Code (9 digit)
SSN	Date of Birth (MM/DD/Y)	YYY)	Familial Relationship		
	•				
Name			Association type (see instructions)		
Home Address	City & State			Zip Code (9	digit)
SSN	Date of Birth (MM/DD/YYYY)		Familial Relationship		
	1				

Note: All CBOs must utilize Section five of the Medicaid Business Enrollment form to disclosure any managing employees and any NDPP Lifestyle Coaches that are employed by or rendering NDPP services on their behalf.

SECTION 6:

Respond to these questions on behalf of: 1. the Applicant

- 2. all individuals and entities identified in Sections 1 & 5
- 3. any entity in which the Applicant has a 5% or more ownership
- 1. Have any of the individuals/entities (1, 2 and 3) been terminated, denied enrollment, suspended, restricted by Agreement or otherwise sanctioned by the Medicaid Program in New York or in any other State, Medicare, or any other governmental or private medical insurance program?
 - Yes No
- 2. Have any of the individuals/entities (1, 2 and 3) ever been convicted of a crime related to the furnishing of, or billing for, medical care or supplies or which is considered an offense involving theft or fraud or an offense against public administration or against public health and morals in any State?
 - □ Yes I No
- 3. Have any of the individuals/entities (1, 2 and 3) ever had their business or professional license or certification, or the license of an entity in which they had an ownership interest over 5% ever been revoked. suspended. surrendered, or in any way restricted by probation or agreement by any licensing authority in any State? Yes No
- 4. Is there currently pending any proceedings that could result in the above stated sanctions for the individuals/ entities (1, 2 and 3)?

Yes	🗖 No
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NOTE: All questions must be answered. If you answered "Yes" to any of the questions above, you must complete and submit the "Prior Conduct Questionnaire" available at www.emedny.org. Please continue and Answer Questions 5 through 7.



5.	Has there been a change of ownership or control within the last 12 months to any of the entities (1, 2 and 3)? Yes No
	If "Yes", provide:
	NY Medicaid ID or NPI
	Date of Ownership Change (MM/DD/YYYY)
6.	Do you anticipate a change of ownership within the next 12 months to any of the above entities (1, 2 and 3)?
	If "Yes", when do you anticipate the ownership change will occur: (MM/DD/YYYY)
7.	Does the Applicant/Provider have any unpaid balances owed to the NY Medicaid Program related to this
	Business or another entity owned by the Applicant?
•	If yes, indicate amount \$
•	If yes, has payment been arranged? Yes No If yes, attach verification of arrangement.
	If no, this enrollment will be reviewed by the OMIG

SIGNATURE AND AFFIRMATION

By signing this enrollment form for participation in the New York State Medicaid Program, the Applicant/Provider understands and agrees to the following:

- As a Medicaid Provider you agree to comply with the rules, regulations and official directives of the Department including, but not limited to Part 504 of 18NYCRR which can be found at the Department of Health's website, www.health.ny.gov
- In addition, pursuant to 42 CFR, Part 455.105, by enrolling in the Medicaid Program you agree to disclose the following regarding business transactions within the next 35 days upon request of the Department or the Secretary of Health and Human Services.

(1) Information about the ownership of any subcontractor with whom the provider has had business transactions totaling more than \$25,000 during the 12-month period ending on the date of the request, and

- (2) Any significant business transactions between the provider and any wholly owned supplier, or between the provider and any subcontractor during the 5-year period ending on the date of the request.
- As a Medicaid Provider you agree to abide by all applicable Federal and State laws as well as the rules and regulations of other New York State agencies particular to the type of program covered by this enrollment application.
- For those providers for whom the Mandatory Compliance Law applies (see www.OMIG.ny.gov), the Provider has certified via the Office of the Medicaid Inspector General's web site referenced above that the provider and its affiliates have adopted, implemented and maintains an effective compliance program that meets the requirements of Social Service Law Section 363-d & 18NYCRR, Part 521. A copy of the certification confirmation is included with this enrollment.
- Unannounced site visits by Medicaid, CMS or their agents/designated contractors may be a condition of initial and continued enrollment. In addition, the provider and/or owners (defined as at least a 5 % interest) may be required to consent to criminal background checks including fingerprinting.
- As a Medicaid Provider you agree to notify this Department immediately of any changes supplied in this enrollment agreement, including impending ownership changes.
- The Department may deny or terminate enrollment as a provider in the Medicaid program if it is determined that executive compensation, bonuses, incentives and costs of administration exceed reasonable levels.

WHOEVER KNOWINGLY AND WILLFULLY MAKES OR CAUSES TO BE MADE A FALSE STATEMENT OR REPRESENTATION ON THIS STATEMENT MAY BE PROSECUTED UNDER APPLICABLE FEDERAL OR STATE LAWS. IN ADDITION, KNOWINGLY AND WILLFULLY FAILING TO FULLY AND ACCURATELY DISCLOSE THE INFORMATION REQUESTED MAY RESULT IN DENIAL OF A REQUEST TO PARTICIPATE OR WHERE THE ENTITY ALREADY PARTICIPATES, A TERMINATION OF ITS AGREEMENT OR CONTRACT WITH THE STATE AGENCY OR SECRETARY, AS APPROPRIATE.

Applicant / Provider's Signature (original; no stamps)

Date (MM/DD/YYYY)

Name & Telephone Number of Person who Prepared Application

Individual Practitioner Enrollment

Community Based Organizations (CBOs)

♥ Individual Practitioners (Physicians, Nurse Practitioners, Midwives)

Individual practitioners are required to obtain an NPI for the purpose of enrolling in Medicaid as an NDPP service provider. If the practitioner is already enrolled in NYS Medicaid under an existing NPI, COS, and/or specialty code, then that same NPI may be utilized for NDPP enrollment purposes. In that situation, the new NDPP specialty code (105) will just be assigned to the practitioner's existing provider enrollment file.

Once the practitioner has their NPI, and has also achieved either Pending, Preliminary or Full recognition from the CDC, they may move forward with applying to enroll in NYS Medicaid as an NDPP service provider.

The practitioner would go to the Individual Practitioners (Physicians, Nurse Practitioners, Midwives) section of the eMedNY NDPP provider enrollment page located at https://www.emedny.org/info/ProviderEnrollment/NDPP/index.aspx, and click on the link for the applicable Medicaid provider type for additional enrollment instructions, requirements, and other important information about participating in the NYS Medicaid program as an NDPP service provider.

Newly enrolling Individual Practitioners should complete, and submit the following NYS Medicaid enrollment forms along with the documentation received from the CDC stating that they have achieved DPRP recognition:

- NDPP Recognition Attestation (<u>EMEDNY-434901</u>); and
- NYS Medicaid Practitioner enrollment form (EMEDNY-436801); or
- NYS Medicaid Ordering, Referring, Attending, Prescribing (OPRA) enrollment form (<u>EMEDNY-436901</u>) if the practitioner is looking to only enroll, and participate in Medicaid as a Managed Care provider.

Individual practitioners that are already enrolled in Medicaid under an existing NPI, COS, and/or specialty code, and are looking to add the NDPP specialty code (105) should complete, and submit the following NYS Medicaid maintenance forms along with the documentation received from the CDC stating that they have achieved DPRP recognition:

- NDPP Recognition Attestation (<u>EMEDNY-434901</u>); and
- NYS Medicaid Practitioners or Physicians Disclosure Form (EMEDNY-380104).

Individual practitioners must complete and submit the above "NYS Medicaid Practitioners or Physicians Disclosure Form" any time they recertify their Medicaid enrollment, or anytime a new Lifestyle Coach is added to their Organization.

All of the above referenced documents are also available on the applicable Medicaid provider type link located on the eMedNY NDPP provider enrollment page referenced below. Practitioners should be also sure to thoroughly review the "Requirements & Additional Forms" section of the eMedNY NDPP provider enrollment page to ensure that they have reviewed, completed, and submitted all required Medicaid enrollment or maintenance transaction forms. Failure to provide the requested information will result in the application being deemed incomplete and returned to the provider unprocessed.

Upon review and if approved you will be eligible to provide and be reimbursed for NDPP services. Upon approval you will be notified (via US Mail) by the Medicaid Program that the NDPP specialty code (105) has been added to your provider record in addition to any other professional specialty codes and/or professional COS codes (i.e., 0460 for physician, 0469 Nurse Practitioner, or 0525 Midwife, etc.) that may be applicable to the practitioner at the time of enrollment. If the practitioner is already enrolled in NYS Medicaid under an existing NPI, COS, and/or specialty code, the NDPP specialty code (105) will just be assigned to the practitioner's existing provider enrollment file.

Physician Enrollment Forms & Instructions

Nurse Practitioner Enrollment Forms & Instructions

Midwife Enrollment Forms & Instructions

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CSRA Prepared by CSRA, A General Dynamics Company

Individual Practitioner Enrollment (Cont.)

New Enrollment:

Newly enrolling Individual Practitioners should complete, and submit the following NYS Medicaid enrollment forms along with the documentation received from the CDC stating that they have achieved DPRP recognition:

- NDPP Recognition Attestation (<u>EMEDNY-434901</u>); and
- NYS Medicaid Practitioner enrollment form (<u>EMEDNY-436801</u>); or
- NYS Medicaid Ordering, Referring, Attending, Prescribing (OPRA) enrollment form (<u>EMEDNY-436901</u>) if the practitioner is looking to only enroll, and participate in Medicaid as a Managed Care provider.

Physician Enrollment Forms & Instructions

NURSE Practitioner Enrollment Forms & Instructions

Midwife Enrollment Forms & Instructions

Already Enrolled:

Individual practitioners that are already enrolled in Medicaid under an existing NPI, COS, and/or specialty code, and are looking to add the NDPP specialty code (105) should complete, and submit the following NYS Medicaid maintenance forms along with the documentation received from the CDC stating that they have achieved DPRP recognition:

- NDPP Recognition Attestation (EMEDNY-434901); and
- NYS Medicaid Practitioners or Physicians Disclosure Form (<u>EMEDNY-380104</u>).

Individual practitioners must complete and submit the above "NYS Medicaid Practitioners or Physicians Disclosure Form" any time they recertify their Medicaid enrollment, or anytime a new Lifestyle Coach is added to their Organization.

<u>NYS Medicaid Practitioner Enrollment Form</u> (EMEDNY-436801)

	/IDER ENROLLMENT FORM for CTITIONERS	<u>Mail to:</u> eMedNY PO Box 4603 Rensselaer, NY 12144-	4603		
Category(s) of Service: E	Enter the 4-digit code(s) given in the in	structions:			
New Enrollment	E <u>Revalidation</u>	Reinstatement/Reactiva	ation		
(not currently enrolled)	(enrolled; required to revalidate)	If Applicant was previously excluded/terminated from th Program, complete the Pric Questionnaire found at <u>www.eMedNY.org</u> and inclu Enrollment Form	he Medicaid or Conduct		
Applicant Name (exactly as it appears on your license/registration) Last, First, MI					
ner (manada) – n neoporated, c	NPI (Individual) – if incorporated, completion of a Group application is also necessary. SSN				
License # State of Licensure if not New York		ork Limited License?			
Applicant's e-Mail Address - REQ	UIRED	Are vou enrolled in Medica	are?		



<u>NYS Medicaid Ordering, Prescribing, Referring, Attending,</u> (OPRA) Enrollment Form (EMEDNY-436901)

This provider enrollment form is used if the practitioner is looking to only enroll and participate in NYS Medicaid as a Managed Care provider.

NY MEDICAID PROVIDER ENROLLMENT FORM for those who <u>ONLY</u> <u>ORDER-REFER-ATTENDING-PRESCRIBE</u> or are in a Managed Care Network (non-billers)				<u>Mail to:</u> eMedNY PO Box 4603 Rensselaer, NY 12144-4603	
Category(s) of Service: Ent	ter the	4-digit code(s) given in the inst	ructions	s:	
New Enrollment		Revalidation		Reinstatement/ Reactivation	
(not currently enrolled)	fi C <u>W</u>		If Applicant was previously excluded/terminated from the Medicaid Program, complete the Prior Conduct Questionnaire found at <u>www.eMedNY.org</u> and include it with this Enrollment Form		
		·			
Applicant Name (exactly as it appears on your license/registration) Last, First, MI					
Date of Birth (MM/DD/YY)		SSN		Applicant's e-mail address - REQUIRED	
NPI (Individual) Specialty					
License #		State of Licensure if not New York		Limited License?	

<u>NYS Medicaid Practitioners or Physicians Disclosure</u> <u>Form (EMEDNY-380104)</u>

NY MEDICAID DISCLOSURE FORM for PRACTITIONERS or PHYSICIANS (Groups Must Use Form EMEDNY-380102) Effective Date of Change:			<u>Mail to:</u> eMedNY PO Box 4610 Rensselaer, NY 12144	
Effective Date of Change:	SSN:		NPI :	
Provider Name		NY Medic	aid ID (if known):	

Completion is required by 18N YCRR, Section 502.5(b) *Failure to provide the information requested may impact your enrollment*. <u>Visit</u> www.health.ny.gov to review definitions and policy found at 18NY CRR, Section 504.1 before completing this form.

Managing Employees, Agents & Those with a Control Interest – Including, but not necessarily limited to, the following: Compliance Officer, all Managing Employees (includes Employee/Lifestyle Coach(s), general, business and office managers; all persons who exercise operational or managerial control of a provider; all persons who directly or indirectly conduct the day-to-day operations of a provider). Include familial relationship to the Provider (spouse, parent, child, sibling), if any.

Name			Association Type (see page 1)		
Hom e Address	City & State		Zip Code (9 digit)		
SSN Date of Birth		Familial Relationship			
blem e					
Name		_	Association Type (see page 1)		
Hom e Address		City & State		Zip Code (9 digit)	
SSN	Date of Birth		Familial Relationship		

Note: All individual practitioners must utilize the Medicaid Practitioner Disclosure form to disclosure any managing employees and any NDPP Lifestyle Coaches that are employed by or rendering NDPP services on their behalf.

Group Practices

0	CDC-NDPP Recognition is the 1st Step	~
-	Community Based Organizations (CBOs)	~
បូ	Individual Practitioners (Physicians, Nurse Practitioners, Midwives)	~
***	Practitioner Groups	^
even	titioner group practices are required to obtain and enroll a new NPI for the purposes of enrolling in Medicaid as an NDPP service provider. This policy applie if the group practice is currently enrolled in Medicaid under an already existing NPI, Category of Service (COS), and/or specialty code. They are still require in a new, unique NPI for the purposes of enrolling in Medicaid as an NDPP service provider.	
	e the group practice has acquired their new NDPP NPI, they will follow the same process referenced above under the "Community Based Organizations (CB on for the purpose of enrolling in Medicaid as an NDPP service provider.	Os)"
enrol	newly acquired NDPP NPI will be enrolled in the Medicaid program under the COS 0572 and will be identified as a CBO solely for purposes of NDPP provide Ilment and claims payment. This identification does not affect or impact any other aspects of their Medicaid provider enrollment file. Once enrolled in Medica DPP service provider, claims may be submitted to Medicaid for NDPP services rendered to Medicaid members.	

Hospital Clinic (OPD) or Freestanding Clinic (D&TC)

Additional Resources

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- 1. Obtain a new NPI for NDPP in the name of the CDC-recognized Organization or individual practitioner.
- 2. Follow CBO's directions.

<u>Clinics</u> (Hospital OPDs, D&TCs or FQHCs)

0	CDC-NDPP Recognition is the 1st Step	~
	Community Based Organizations (CBOs)	~
Ċĵ.	Individual Practitioners (Physicians, Nurse Practitioners, Midwives)	~
:01	Practitioner Groups	~
49	Hospital Clinic (OPD) or Freestanding Clinic (D&TC)	^
ofen	pital clinics (OPDs), freestanding clinics (D&TCs), and Federally Qualified Health Centers (FQHCs) are required to obtain and enroll a new NPI for the purpo nrolling in Medicaid as an NDPP service provider. This policy applies even if the OPD, D&TC, or FQHC is currently enrolled in Medicaid under an already ex COS, and/or specialty code. They are still required to obtain a new, unique NPI for the purposes of enrolling in Medicaid as an NDPP service provider.	
	e the OPD, D&TC, or FQHC has acquired their new NDPP NPI, they will follow the same process referenced above under the "Community Based Organiza Os)" section for the purpose of enrolling in Medicaid as an NDPP service provider.	ions
enro	newly acquired NDPP NPI will be enrolled in the Medicaid program under the COS 0572 and will be identified as a CBO solely for purposes of NDPP provid Ilment and claims payment. This identification does not affect or impact any other aspects of their Medicaid provider enrollment file. Once enrolled in Medicaid IDPP service provider, claims may be submitted to Medicaid for NDPP services rendered to Medicaid members.	

Additional Resources

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- 1. Obtain a new NPI for NDPP in the name of the CDC-recognized Organization or individual practitioner.
- 2. Follow CBO's directions.

Additional eMedNY Provider Enrollment Resources

Practitioner Groups

Hospital Clinic (OPD) or Freestanding Clinic (D&TC)

Additional Resources

- eMedNY regional provider services representatives are available for in-person provider training and assistance throughout the State upon request. To request in-person training please contact the eMedNY Call Center at the phone number at 800-343-9000.
- Provider training videos on various topics including ePaces, information for new providers/new billers, provider enrollment, and the Medicaid Eligibility Verification System (MEVS) are available to assist at providers at: https://www.emedny.org/training/videos.aspx
- eMedNY provides an "Introduction to Provider Enrollment" that walks providers through the steps of how to enroll as a provider of services for the NYS Medicaid program at: <u>https://www.emedny.org/info/ProviderEnrollment/enrollguide.aspx</u>
- eMedNY provides a step-by-step process on how to submit and be paid for services rendered to eligible Medicaid clients at the same link referenced in the bullet directly above.
- For questions please e-mail ndpp@health.ny.gov.
- Please <u>click here</u> to sign up for the NYS Medicaid NDPP Listserv in order to receive a variety of important NDPP program updates and notifications pertaining to any program policy or billing requirements, scheduled webinars or trainings, and/or any other changes that may impact the provider community.
- Additional information pertaining to the Medicaid's coverage of the CDC's evidence-based, educational and support NDPP program can be found on the State's Medicaid Redesign page located at https://health.ny.gov/health_care/medicaid/redesign/ndpp/index.htm

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Introduction to Provider Enrollment





https://www.emedny.org/info/ProviderEnrollment/enrollguide.aspx#web=step1&webtab=tabstep1

Certification Statement for Provider Billing Medicaid

CERTIFICATION STATE	EMENT FOR PROVIDER BILLING MEDICAID
As of date signed below, all claims submitted electronical urnished.	ily or on paper to the State's Medicaid fiscal agent, for services or supplies
(1) by (provider name)	(2) (10-digit National Provider ID (NPI) – REQUIRED unless exempted from NPI)
	(3) (Tax ID if NPI exempt)
will be subject to the following certification.	
persons providing services, care and supplies have the nec have reviewed these claims; I (or the entity) have themsha accordance with applicable federal and state laws and regul made in full compliance with the pertinent provisions of the monther professional have to the best of my knowledge ber the manual and revisions. All care, services and supplies fo the amounts listed are due and, except as noted, no part the other than the Medical Assistance Program; payment of fet than a claim rejected or denied or one for adjustment, no part ALL STATEMENTO, DATA AND INFORMATION TRAV KNOWLEDGE; NO MATERIAL PACT HAS BEEN OMITTE FROM FEDERAL, STATE AND LOCAL PUBLIC FUNDS A AND STATE LAWS FOR ANY VIOLATION OF THE TER STATEMENTO DO DOLUMENTO, OR CONCEALMENT O pertaining to the care, services and supplies provided incli supplies provided to individuals under the New York Stat payment, and such records and information regarding the Department of Social Services, the State Department of Hei or the Secretary of the Department of Health and Human (section 504 of the Federal Rehabilitation Acto 1977, as an age, sex and relign; I agree (or the entity agrees) to compl of New York through its fiscal agent or otherwise is hern agreement to enable its submated processing, subject to evidence of care, services and supplies furnished. In submitting claims under this agreement 1 understand and standards, fee codes and procedures of the New York Stat statute or title 18 of the Official Compliation of Codes, Rule eMedNY Provider Manuals and other official builetins of the accept, subject to due process of the New York Stat statute or title 18 of the Official Compliation of codes, Rule eMedNY Provider Manuals and other official builetins of the accept, subject to due process of the New York Stat statute or title 18 of the Official Compliation of panets. I UNDERSTAND THAT MY SIGNATURE HEREON T TO ALL CLAIMS SUBMITTED ELECTRONICALLY / OR MEDICAID PROVIDER IDENTIFICATION NUME AND APPLIES TO ALL CLAIMS UNTIL SUPERSED CERTIFICATION STATEMENT.	OR ON PAPER, USING MY (OR THE ENTITY'S) NPI BER. THIS CERTIFICATION REMAINS IN EFFECT DED BY ANOTHER PROPERLY EXECUTED
4) (Signature)	_(5) (Date)
(6) (Print Name and Title)	
(7) (Telephone #)(8) (ek	Vall, if available)
STATE OF	
COUNTY OF	(9)
On this day of, 20), before me personally came
	n to me to the individual described in and who
executed the foregoing instrument, and (s)he acknowled	ige to me that (s)he executed the same.
(SEAL)	
	NOTARY PUBLIC

A Certification Statement must be completed:

- When applying for an Electronic/Paper Transmitter Identification Number (ETIN) for the electronic or paper submission of New York Medicaid data
- When adding a Provider ID number to an existing ETIN

NOTE: Certification Statements are updated on an **annual basis**

https://www.emedny.org/info/Provi derEnrollment/ProviderMaintForms /490501_ETIN_CERT_Certification_ Statement_Cert_Instructions_for_E xisting_ETINs.pdf

Electronic Funds Transfer Authorization Form

CEMECINY ELECTRONIC FUNDS TRANSFER AUTHORIZATION FORM				
INSTRUCTIONS FOR COMPLETING THIS FORM FOLLOW ON PAGES 3-5				
Provider Information				
Provider Name				
Provider Address Street				
	TID 0 - to D - to 0 - to			
CityState/Provinc	e ZIP Code/Postal Code			
Provider Identifiers Information				
Provider Identifiers				
Provider Tederal Tax Identification Number (TIN) or Employer Ide	antification Number: TIN TIN TIN			
National Provider Identifier (NPI) (Regulard, unless exempt):				
Other Identifiers - Assigning Authority - New York Medicaid				
Trading Partner ID: MMIS Provider ID # (Required, # N	Pi exempt):			
Provider Contact Information				
Provider Contact Name				
Contact	Telephone Number Extension			
Email Address	Fax Number			
Financial Institution Information				
Financial Institution Name				
Financial Institution Address				
Street				
City State/Provinc	e ZIP Code/Postal Code			
Financial Institution Routing Number				
Type of Account at Financial Institution (Check one)	CHECKING OR SAVINGS			
Provider's Account Number with Financial Institution				
Account Number Linkage to Provider Identifier Provider Tax Identification Number (TIN) OR National Provider Identifier (NPI)	LEAVE THIS SECTION BLANK			
Provider Tax Identification Number (TIN) OR National Provider Identifier (NPI)				
Submission Information				
Reason for Submission	Enrollment OR Change Enrollment			
Include with Enrollment Submission Orig	inal Voided Check OR 🗌 Original Bank Letter			
Authorized Signature: If submitting the form for a practition	-			
If submitting this form for a group, business or institution, the a				
	-			
Written Signature of Person Submitting Enroliment	Submission Date			
Printed Name of Person Submitting	Printed Title of Person Submitting Enrollment			
Ennee have a Person submitting Enrolment				
The eMedNY Fiscal Agent contractor for the New York State Department of Health will have the right to				
recover any amount that has been credited to your account incorrectly.				
FOR EMEDNY USE ONLY - DO NOT WRITE				
Date Received:				
Pick Up Indicator: No: Yes: Facility Location:				
Processed by:	Date:			

- NYS Medicaid REQUIRES all <u>billing</u> providers to register for Electronic Funds Transfer (EFT)
- eMedNY Form 701101 authorizes the use of EFT for depositing New York Medicaid funds
- Attach one of the following banking documents to the EFT Authorization Form packet:
 - •an **original** blank check with the word "VOID" must be written across the face of the check or,
 - an **original** letter from a bank officer on bank letterhead, signed by a bank officer, notarized.

https://www.emedny.org/info/ProviderEnrol Iment/ProviderMaintForms/701101_EFT_FO RM_EFT_EnrolIment_Form.pdf

NDPP Listserv

Practitioner Groups

Hospital Clinic (OPD) or Freestanding Clinic (D&TC)

Additional Resources

- State upon request. To request in-person training please contact the eMedNY Call Center at the phone number at 800-343-9000.
- Provider training videos on various topics including ePaces, information for new providers/new billers, provider enrollment, and the Medicaid Eligibility Verification System (MEVS) are available to assist at providers at: https://www.emedny.org/training/videos.aspx
- eMedNY provides an "Introduction to Provider Enrollment" that walks providers through the steps of how to enroll as a provider of services for the NYS Medicaid program at: <u>https://www.emedny.org/info/ProviderEnrollment/enrollguide.aspx</u>
- eMedNY provides a step-by-step process on how to submit and be paid for services rendered to eligible Medicaid clients at the same link referenced in the bullet directly above.
- For questions please e-mail ndpp@health.ny.gov.
- Please <u>click here</u> to sign up for the NYS Medicaid NDPP Listserv in order to receive a variety of important NDPP program updates and notifications pertaining to any program policy or billing requirements, scheduled webinars or trainings, and/or any other changes that may impact the provider community.

Additional information pertaining to the Medicaid's coverage of the CDC's evidence-based, educational and support NDPP program can be found on the State's Medicaid Redesign page located at https://health.ny.gov/health care/medicaid/redesign/ndpp/index.htm

eMedNY Website - eMedNY ListServ ®

eMedNY Tools Center > LISTSERV®

eMedNY LISTSERV®

Welcome to the eMedNY LISTSERV®. The eMedNY LISTSERV® is a new Medicaid mailing system that offers providers, vendors and other subscribers the opportunity to receive a variety of notifications from eMedNY. The email notifications are provided as a free service to subscribers and may include information on provider manual updates, fee schedules, edit status changes, billing requirements and many other helpful notices. Notifications will be sent as necessary to keep subscribers informed and up to date about eMedNY/Medicaid initiatives and changes that may impact the provider community.

To subscribe or unsubscribe, please choose the list(s) you want, enter and confirm your email address below (scroll down), and then click the "SUBMIT" button.

You may subscribe to as many lists as you would like.

(After clicking Submit, your request will be processed and you will be presented a page listing all of the lists you have requested to subscribe and/or unsubscribe to. Please only click Submit once or this will generate multiple request emails. If you are not presented the page that displays the listing of all mailing lists, please <u>contact us.</u>)

Overview Category	√ Subscribe	XUnsubscribe	
eMedNY General Updates			Archives
ePACES			Archives
PTAR			Archives

Provider Type	√ Subscribe	X Unsubscribe		
Assisted Living (ALP)			Archives	_
Bridges to Health			Archives	
Care at Home Waiver			Archives	
Child (Foster) Care Agency			Archives	
Chiropractor and Portable X-Ray			Archives	
Clinic			Archives	
Clinical Psychology			Archives	
National Diabetes Prevention Program (NDPP)			Archives	
Enter email address: Confirm email address:			3	
	m not a robot	reCAPTCHA Privacy-Terms		
	Submit			

The eMedNY LISTSERV® is to be viewed as a supplement to the "Medicaid Update" which is the official newsletter of the NYS Medicaid program. Please note that the "Medicaid Update" is a free monthly publication; you may subscribe by sending your request to medicaidupdate@ health.nv.gov.

** eMedNY LISTSERV® email content and attachments will not contain Protected Health Information (PHI)**

Link to the NYS Medicaid Redesign (MRT) page

Practitioner Groups

Hospital Clinic (OPD) or Freestanding Clinic (D&TC)

Additional Resources

- eMedNY regional provider services representatives are available for in-person provider training and assistance throughout the State upon request. To request in-person training please contact the eMedNY Call Center at the phone number at 800-343-9000.
- Provider training videos on various topics including ePaces, information for new providers/new billers, provider enrollment, and the Medicaid Eligibility Verification System (MEVS) are available to assist at providers at: https://www.emedny.org/training/videos.aspx
- eMedNY provides an "Introduction to Provider Enrollment" that walks providers through the steps of how to enroll as a provider of services for the NYS Medicaid program at: <u>https://www.emedny.org/info/ProviderEnrollment/enrollguide.aspx</u>
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- Please <u>click here</u> to sign up for the NYS Medicaid NDPP Listserv in order to receive a variety of important NDPP program updates and notifications pertaining to any program policy or billing requirements, scheduled webinars or trainings, and/or any other changes that may impact the provider community.

Additional information pertaining to the Medicaid's coverage of the CDC's evidence-based, educational and support NDPP program can be found on the State's Medicaid Redesign page located at https://health.ny.gov/health_care/medicaid/redesign/ndpp/index.htm ゝ

<u>NYS DOH MRT</u> Website That is Dedicated to the Medicaid NDPP



https://health.ny.gov/health_care/medicaid/redesign/ndpp/index.htm

<u>NYS DOH Medicaid Policy and Billing</u> <u>Guidelines for NDPP</u>

NEW YORK STATE	Services News Government Local Translate				
Department of	Health Individuals/Families Providers/Professionals Health Facilities Search				
Medicaid Redesign Team	You are Here: Home Page > NDPP > NDPP Policy and Billing Guidelines				
OSRIP	NDPP Policy and Billing Guidelines				
IRT Waiver Amendment	<u>Guidelines</u> also available in Portable Document Format				
1115 Waivers	Medicaid National Diabetes Prevention Program				
NYS Medicaid State Plan	This article is to notify Medicaid Fee-for-Service (FFS) providers and Medicaid Managed Care (MMC) Plans that federal approval has been granted to cover diabetes prevention services as outlined in the Centers for Disease Control and				
VYS MRT Budget	Prevention (CDC)-recognized National Diabetes Prevention Program (NDPP). The following program information pertains only to those CDC-recognized Hospital Outpatient Departments (OPDs), freestanding Diagnostic and Treatment Centers (D&TCs), Federally Qualified Health Centers (FQHCs), provider group practices, individual practitioners, community-based organizations (CBOs), and any out-of-state practitioners (hereinafter "Organization") that intend to enroll, provide, and bit				
2% ATB Reduction	Medicaid for NDPP educational and support services. Reimbursement for NDPP services will be available for both Medicaid FFS and MMC claims submitted for dates of service on or after February 1, 2020.				
Global Cap Update	Lines of Business Eligible to Offer NDPP				
MRT Progress Updates	Providers with members in the following lines of business are eligible to receive reimbursement for Medicaid NDPP services: Medicaid FFS, Mainstream MMC, HIV Special Needs Plans (HIV SNP), and Health and Recovery Plans (HARP).				
Behavioral Health Transition	Medicaid FFS NDPP Overview				
Vital Access Provider Program	The NDPP is an evidence-based, lifestyle change program designed to assist individuals diagnosed with prediabetes to prevent or delay the onset of type 2 diabetes. NDPP services are provided by trained Lifestyle Coaches who use a curriculu				
Managed Care	approved by the CDC. The NDPP focuses on providing members with a practical understanding of the positive impacts of healthier, sustained dietary habits; increased physical activity; and behavior change strategies for weight control.				
Managed Long Term Care	CDC-Recognition Requirement				
Follow Us	Organizations that would like to offer and be reimbursed by Medicaid for the NDPP lifestyle change program must first achieve recognition from the CDC based on its current National Diabetes Prevention Recognition Program (DPRP) Standard and Operating Procedures. There are three stages to CDC recognition: pending recognition, preliminary recognition, and full recognition. New York State (NYS) Medicaid recognizes all three CDC-recognition levels and will enroll any Organization that has achieved any of these recognition levels as a Medicaid NDPP service provider.				
Search	Before applying for CDC–DPRP recognition, the applying organization or provider should review the current DPRP Standards and Operating Procedures that describe the process of achieving and maintaining CDC–DPRP recognition. To current March 2018 DPRP Standards and Operating Procedures are located here.				
Search Medicaid Redesign:	The DPRP Standards and Operating Procedures also contain a capacity assessment. This is a list of questions designed to help an organization determine its capability and readiness to deliver the CDC-recognized lifestyle change program. All Organizations are strongly encouraged to complete the assessment located here.				

https://health.ny.gov/health_care/medicaid/redesign/ndpp/policy-billing_guide.htm

Complete All Required Forms

- Obtain new NPI if needed (NPPES website)
- Complete enrollment form for provider type (if applicable)
- Copy of NDPP Recognition Attestation eMedNY-434901
- Copy of Recognition Letter /e-mail from CDC
- NYS Medicaid Practitioners or Physicians Disclosure eMedNY-380104 (if applicable)
- NYS Medicaid Business Disclosure Form eMedNY-380101 (if applicable)
- Electronic Funds Transfer (EFT) Authorization eMedNY-701101
- ETIN Certification Statement for New Enrollments eMedNY-490602

Mailing Instructions

Submit the completed, signed, and dated attestation form along with copies of the Organization's Pending recognition e-mail, or the Preliminary/Full recognition correspondence letter that the Organization received from the CDC when it achieved NDPP recognition.

Any Organizations which received Full recognition should also include a copy of the NDPP Certificate of Recognition.

Submit these documents along with your completed New York State Medicaid provider enrollment application or maintenance forms to:

Newly Enrolling NDPP Provider Applications	Existing NDPP Providers/ Maintenance Transactions
eMedNY	eMedNY
P.O. Box 4603	P.O. Box 4610
Rensselaer, NY 12144-4603	Rensselaer, NY 12144-4610

Final Notes

- Respond to requests for additional information when received.
- Omissions will delay the Medicaid provider enrollment process.
- Self-help documentation is available on the eMedNY website to help you through the enrollment process.
- Carefully review the enrollment form found on the eMedNY website, including instructions, prior to completing and submitting the enrollment form.
- Be sure to keep a copy of everything.

NYS Medicaid Managed Care (MMC)

- An NDPP service provider must first become enrolled in NYS Medicaid as a Fee-For-Service (FFS) provider prior to becoming eligible to participate NYS MMC Plans, and render NDPP services to MMC members.
- Once enrolled as a NYS Medicaid FFS provider, a provider can then reach out to the NYS Medicaid Managed Care Organizations (MCOs) to apply to become a participating provider within the MCOs' NDPP provider network.
- MMC Plans must cover the NYS Medicaid NDPP lifestyle change program benefit. They are allowed to create a different payment structure, however; it is expected that Plans and providers will negotiate contracts with reasonable payment terms and conditions. If a MMC plan and provider cannot reach agreement on payment terms, the MMC plan will offer a rate equivalent to the Medicaid FFS payment.
- Any questions regarding specific MMC contracting, rates, reimbursement, etc. should be directed to the individual Plan(s) in which the provider contracts. A MMC directory by plan can be found on the Department's website here: <u>https://www.health.ny.gov/health_care/managed_care/plans/docs/mcp_dir_by_plan.pdf</u>.

Upcoming Training Opportunities

- MedNY Provider Services Regional Representatives are available to conduct group and individual training and assist with a variety of eMedNY related topics
- Training webinars and individual training sessions will be made available in the next few months
- Continue to refer to the Provider Outreach & Training page at <u>www.emedny.org</u> for seminar and webinar offerings as they are made available
- To request individual training or assistance from your Regional Representative contact the eMedNY Call Center at 800-343-9000

Reference and Contact Information

- eMedNY Website: <u>www.emedny.org</u>
- eMedNY Provider Enrollment for NDPP: <u>www.emedny.org/info/ProviderEnrollment/NDPP/index.aspx</u>
- Bureau of Provider Enrollment: providerenrollment@health.ny.gov
- NYS Department of Health NDPP MRT: <u>https://health.ny.gov/health_care/medicaid/redesign/ndpp/index.htm</u>
- NYS Department of Health NDPP: <u>NDPP@health.ny.gov</u>
- CDC–NDPP Customer Service Center: https://nationaldppcsc.cdc.gov/s/
- eMedNY Call Center: 800-343-9000

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QUESTIONS

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