



# GOVERNMENT OF PUERTO RICO

---

## Department of Health Medicaid Program

January 14, 2020

Managed Care Organizations (MCO)  
Medicare Advantage Organizations (MAO)  
Pharmacy Benefit Managers (PBM)  
Puerto Rico Government Health Plan – Vital Health

Re: Puerto Rico Medicaid Program Provider  
Enrollment Portal

This letter serves as a second notification to inform you about the requirement to enroll in the Puerto Rico Medicaid Program (PRMP) via the Provider Enrollment Portal (PEP). This requirement applies to all providers that provide, bill for, order, prescribe, or refer services for Medicaid beneficiaries under the Puerto Rico Government Health Plan (Vital or Platino Medicare plans). Important information including dates for training and enrollment are provided below.

As a reminder, the PRMP will implement the PEP to comply with the *Affordable Care Act of 2010* (ACA), which requires State Medicaid Agencies (SMA) to enroll their providers in the Medicaid Management Information System (MMIS).

Attached is a schedule that provides the timing of the start of training and the timeframe during which the enrollment application must be submitted for each provider type. Note that provider training will be offered via web-based trainings (WBT) and in-person trainings.

In future notifications, PRMP will provide additional details regarding the Learning Management System (LMS) training tool, which will be used to register for web-based and in-person training sessions as well as to view training documentation and Computer-Based Training (CBT) courses.

We encourage all providers to periodically review the Puerto Rico Medicaid website at <https://medicaid.pr.gov/Home/ProviderPortalEnrollment/> for additional information such as:

- Providers Who Must Enroll with PRMP Guidance document
- Checklists that provide the type of information and documentation required to complete an application
- Frequently Asked Questions (FAQs)

- PRMP Policies

PRMP appreciates your support and commitment to notify all providers in your network of these upcoming activities. Moreover, PRMP will continue to communicate with Professional Colleges and Provider Associations to help distribute this information. Updates will continue to be provided as new information is available.

Cordially,  
  
Luz E. Cruz Romero  
Executive Director  
Puerto Rico Medicaid Program

cc: Hon. Rafael Rodríguez-Mercado  
Secretary of Health

Jorge E. Galva-Rodríguez, JD, MHSA  
Executive Director  
Puerto Rico Health Insurance Administration (PRIA)

## Enrollment and Training Schedule

This schedule provides the timing of the start of training and the timeframe during which the enrollment application must be submitted for each provider type. Clarifications are footnoted.

Wave	Provider Type	Training Start	Enrollment Start	Enrollment End
1	Ambulatory Surgical Center (ASC) Home Health Agency (HHA) Primary Medical Group (PMG)	3/24/2020	4/6/2020	5/18/2020
2	Center for Diagnosis & Treatment (CDT) External Clinic Federally Qualified Health Center (FQHC) Group <sup>1</sup> Hospice Imaging Center Pediatric Center Primary Care Center Urgent Care Center	4/6/2020	4/20/2020	6/15/2020
3	Ambulance Developmental Disability Center Durable Medical Equipment (DME) Hearing Aid Supplier Hospital Inpatient Rehabilitation Facility (IRF) Laboratory Mental Health Center	4/27/2020	5/11/2020	7/6/2020
4	Physician Physician Assistant (PA)	5/11/2020	5/25/2020	8/3/2020
5	Comprehensive Outpatient Rehabilitation Facility (CORF) Dialysis Center Family Planning Center Imaging Center - Mobile Intermediate Care Facility for Individuals with Intellectual Disabilities Facility (ICF/IID) Methadone Center Non-Emergency Medical Transportation (NEMT) Pharmacy Skilled nursing facility (SNF)	6/15/2020	6/29/2020	8/24/2020
6	Dentist Nurse Practitioner	7/6/2020	7/20/2020	9/14/2020

<sup>1</sup> Group includes: Audiologist, Chiropractor, Dentist, Midwife, Nutritionist, Occupational Therapist, Optometrist, Physical Therapist, Physician, Podiatrist, Psychologist, and Speech Language Pathologist groups.

Wave	Provider Type	Training Start	Enrollment Start	Enrollment End
7	Audiologist Certified Registered Nurse Anesthetist (CRNA) <sup>2</sup> Chiropractor Midwife Nutritionist/Dietician <sup>3</sup> Occupational therapist (OT) <sup>4</sup> Optometrist Physical Therapist (PT) <sup>5</sup> Podiatrist Psychologist Social Worker <sup>6</sup> Speech Language Pathologist <sup>7</sup>	7/27/2020	8/10/2020	10/19/2020

---

<sup>2</sup> only when the CRNA is rendering services that are billed by a physician group, regardless of the place of service

<sup>3</sup> only when the Nutritionist/Dietician is rendering services that are billed by a group or Hospice, regardless of the place of service

<sup>4</sup> only when the Occupational Therapist is rendering services that are billed by the individual OT, a group or Hospice, regardless of the place of service; or when rendering services in an ambulatory setting

<sup>5</sup> only when the Physical Therapist is rendering services that are billed by the individual PT, a group or Hospice, regardless of the place of service; or when rendering services in an ambulatory setting

<sup>6</sup> only when the licensed Social Worker is rendering psychotherapy services in an ambulatory setting except for in Mental Health Centers

<sup>7</sup> only when the Speech Language Pathologist is rendering services that are billed by the individual SLP, a group or Hospice, regardless of the place of service; or when rendering services in an ambulatory setting