PROVIDER QUICK TIPS

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Incomplete Provider Enrollment Applications Will Be Returned Effective February 1, 2015

Effective February 1, 2015, the Office of Medical Assistance Programs (OMAP), Bureau of Fee for Service Programs (BFFSP), Division of Provider Enrollment will return applications that are incomplete or do not have all of the required documents.

Applications that are not complete or are missing required documents will be returned to the contact person listed on the application. The letter accompanying the returned application will identify the information that is missing from the application. The application, along with the missing information, will need to be resubmitted to the department.

Applications and required documents can be submitted to the appropriate provider enrollment program office according to the instructions in the requirements document for your provider type. The most current version of the applications and information concerning required documents can be found on the department's provider enrollment website at the following link:

http://www.dhs.state.pa.us/provider/promise/enrollmentinformation/index.htm

If you have questions regarding the completion of an application or the required documentation, the appropriate toll-free numbers for your Provider Enrollment Program Office can be found at the following link:.

http://www.dhs.state.pa.us/helpfultelephonenumbers/contactinformationhelpformaproviders/index.htm

NOTE: Please do not send items requesting a return receipt of any kind to a PO Box address.

Thank you for your service to our MA recipients.
We value your participation.
Check the department's website often at: www.dhs.state.pa.us

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DEPARTMENT OF HUMAN SERVICES