

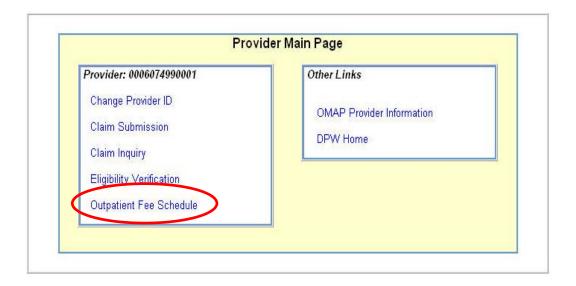
## **PROVIDER** QUICK TIPS



## NEW! DOWNLOADABLE FEE SCHEDULE

Providers may now download the Medical Assistance (MA) Program Outpatient Fee schedule via the secure PROMISe<sup>™</sup> internet site: <u>http://promise.dpw.state.pa.us</u>.

Once you have successfully logged in to the PROMISe<sup>™</sup> Website, you will be taken to the Provider main page. The Outpatient Fee Schedule has been added to the main menu as shown below:



Click on the Outpatient Fee Schedule hyperlink. The Rate Information Disclaimer window is displayed. In order to access the downloadable versions of the Fee Schedule you must select the button labeled "I Accept."

After accepting the applicable terms and conditions on the Rate Information Disclaimer window, you will be taken to the Outpatient Fee Schedule Download Files page shown on the next page:







This window allows you to download the current MA Program Outpatient Fee Schedule files. The files are available in three different formats; Microsoft Excel, Adobe Acrobat Reader (pdf,) of Comma Delimited (CSV) files. This window also provides access to a Microsoft Word document that explains the Comma Delimited file layout.

To reduce file size and facilitate download speed, the Excel and CSV files are in a compressed format (zip.) **The downloaded Fee Schedule files are organized by provider type and are updated quarterly.** The Excel file is protected. Once the download of this file is complete, you may unprotect the tabs within the file by selecting Tools, Protection, and then selecting Unprotect. This will allow you to sort the file as needed.

The PROMISe<sup>™</sup> Outpatient Fee Schedule can also be found on the Fee Schedules page of the DHS Web site:

http://dhs.pa.gov/publications/forproviders/schedules/mafeeschedules/index.htm

Thank you for your service to our Medical Assistance Recipients. We value your participation. Check the Department of Human Services' website often: <u>www.dhs.pa.gov</u>

