



A Connecticut Medical Assistance Program Workshop

For Hospital Billing Providers

Presented by

The Department of Social Services (DSS) and Hewlett Packard Enterprise

Are you or your staff in need of a refresher in current Connecticut Medical Assistance Program Hospital policies and claim submission procedures? This workshop will provide you and your staff with an understanding of recent changes to hospital billing and will review the hospital modernization changes that impact how claims are submitted or processed today.

If you submit new claims or resubmit previously denied claims on paper, this workshop will also demonstrate the Web claim submission tool available on the www.ctdssmap.com Web site. This will allow for your office to be compliant with the Elimination of Paper Claims Mandate implementation date of October 1, 2016, which was communicated to providers via provider bulletin, PB16-31. We encourage you and your staff to attend.

Workshop Topics Will Include:

• Account Maintenance	• Other Insurance and Medicare claims
• Verifying Client Eligibility	• Hospital Modernization
• Web Claim Submission	• Frequent Claim Denials
• Web Claim Adjustment	• Questions

Please follow the registration instructions below to register for the workshop of your choice. Seating is limited, so be sure to **register by the designated due date**. If you have any questions concerning this information, please contact the Provider Assistance Center at 1-800-842-8440. Please join us. We look forward to seeing you at the workshop!

WORKSHOP LOCATIONS, DATES, AND TIMES

The workshop locations, dates and times for the Hospital Refresher workshop are listed below. The registration links are listed beneath the date of the workshop. To register for a workshop, select the appropriate link and register online. Please refer to the “How to Register for a Workshop” instructions below if you require further assistance with the registration process.

Workshop Locations, Dates and Times:

Registration Due Date:

Connecticut Hospital Association, 110 Barnes Road, Wallingford, CT

Friday, August 19, 2016

1:00 pm – 4:00 pm

Wednesday, August 17, 2016

<https://www.surveymonkey.com/r/HospitalrefresherWorkshop08192016>

HPMyRoom Virtual Classroom Training

Tuesday, August 23, 2016

9:00 am – 12:00 pm

Thursday, August 18, 2016

<https://www.surveymonkey.com/r/HospitalRefresherWorkshop082316>

HOW TO REGISTER FOR A WORKSHOP

To register for these workshops, visit the www.ctdssmap.com Web site, go to the Hospital Modernization page and click on Hospital Refresher Workshop Invitation. To register, click on the registration link for the workshop you wish to attend.

Due to limited seating availability, the workshop held at the Connecticut Hospital Association is limited to two (2) attendees per provider. Each attendee from the same provider must register separately.

HPMyRoom Virtual Classroom Training

Hewlett Packard Enterprise utilizes internet virtual classrooms that allow class participants to attend a workshop without leaving their office. Participants will be provided a key to an internet classroom to attend the **Hospital Refresher Workshop**. We have replaced HP Virtual Room with HPMyRoom. As a result, providers will need to download HPMyRoom and set up an account in order to attend the virtual classroom training. In addition, participants will also dial into a conference call and have an opportunity to ask questions. Providers who register for this training will receive an email 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 three (3) days prior to the training, please contact the Provider Assistance Center toll free at 1-800-842-8440.

Please supply the following information when registering for a workshop:

- Provider Name
- NPI Number
- Contact Name
- Telephone Number (including Area Code)
- Email Address (Required for Internet Virtual Classroom Training)
- Name of Attendee

IMPORTANT NOTICES:

CHA is a smoke-free campus

******* NO SMOKING ALLOWED*******

The use of tobacco products is prohibited on the grounds, sidewalks, delivery areas, and parking lots.

Refreshments will **not** be served.

Inclement Weather

Should inclement weather occur on the date of a workshop resulting in a cancellation, Hewlett Packard Enterprise will post a notice of workshop cancellation at **1-860-255-3810, extension 2318505**.

DIRECTIONS

Connecticut Hospital Association - Wallingford, CT
110 Barnes Road, Wallingford, CT 06492 (203)265-7611

- **1-91 NORTHBOUND:** Take Exit 15. At the end of the Exit ramp, turn LEFT onto ROUTE 68 WEST. Proceed approx. 1.8 miles on ROUTE 68 to the *7th traffic light; Turn RIGHT onto BARNES INDUSTRIAL PARK ROAD NORTH; at the traffic light, turn LEFT onto BARNES ROAD; and take FIRST RIGHT into CHA driveway.
- **I-91 SOUTHBOUND:** Take Exit 15. At the end of the Exit ramp, turn RIGHT onto ROUTE 68 WEST. Proceed approx. 1.8 miles on ROUTE 68 to the *6th traffic light; Turn RIGHT onto BARNES INDUSTRIAL PARK ROAD NORTH; at the traffic light, turn LEFT onto BARNES ROAD; and take FIRST RIGHT into CHA driveway.
- **Wilbur Cross (Route 15) NORTHBOUND:** Take Exit 66. At the end of the Exit ramp, turn LEFT onto ROUTE 5 SOUTH. Proceed approx. 1/4 mile to *4th traffic light. Turn LEFT up short hill to next traffic light. Turn LEFT onto ROUTE 68 EAST. At FIRST traffic light; turn LEFT onto NORTH MAIN STREET EXTENSION. Take first RIGHT onto BARNES ROAD. CHA is the SECOND BUILDING ON THE LEFT.
- **Wilbur Cross (Route 15) SOUTHBOUND:** Take Exit 66. At the end of the exit ramp, turn LEFT onto ROUTE 5 SOUTH. Proceed approx. 1/4 mile to *5th traffic light. Turn LEFT up short hill to next traffic light. Turn LEFT onto ROUTE 68 EAST. At FIRST traffic light; turn LEFT onto NORTH MAIN STREET EXTENSION. Take first RIGHT onto BARNES ROAD. CHA is the SECOND BUILDING ON THE LEFT.
- **I-84 EASTBOUND:** Take Exit 27. Proceed onto Route 691 East. Follow to the WILBUR CROSS PARKWAY SOUTHBOUND. Take Exit 66. At the end of the exit ramp, turn LEFT onto ROUTE 5 SOUTH. Proceed approx. 1/4 mile to *5th traffic light. Turn LEFT up short hill to next traffic light. Turn LEFT onto ROUTE 68 EAST. At FIRST traffic light; turn LEFT onto NORTH MAIN STREET EXTENSION. Take first RIGHT onto BARNES ROAD. CHA is the SECOND BUILDING ON THE LEFT.

***IMPORTANT ~ Traffic light count includes light at the end of ramp**