



# A Connecticut Medical Assistance Program Workshop For Providers of Non-Medical Mental Health Waiver Services

**Presented by**

**The Department of Social Services (DSS) and DXC Technology**

The following Internet Virtual Classroom Workshops are being offered to assist providers of non-medical Mental Health Waiver Services with the upcoming claim submission and reimbursement changes. These program changes will require providers to complete an online enrollment application to become an enrolled Mental Health Waiver Service Provider or Assisted Living Service Provider, effective for dates of service September 1, 2019 and forward. Providers unfamiliar with the enrollment application process or who have other questions concerning provider enrollment are encouraged to attend this workshop. A separate workshop invitation will be distributed at a later date to review claim submission and reimbursement changes.

### Workshop Topics Will Include:

• Provider Online Enrollment Application Process	• Web Account Capabilities
• Enrollment Tracking	• Re-enrollment
• Notification of Enrollment Decision	• Resources
• Access and Set-up of Secure Web Account	• Questions

Please follow the registration instructions below to register for the workshop of your choice. 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 your attendance at one of the workshops noted below.

## WORKSHOP LOCATIONS, DATES, AND TIMES

The workshop dates and times for the Mental Health Waiver Provider Enrollment 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 Dates and Times:

### Registration Due Date:

#### HPE MyRoom Virtual Classroom Training

**Thursday, May 30, 2019      1:30 pm - 3:30 pm**

**Friday, May 24, 2019**

<https://www.surveymonkey.com/r/MHWProviderWkshp05302019>

### HPE MyRoom Virtual Classroom Training

Wednesday, June 5, 2019 9:30 am – 11:30 am

Friday, May 31, 2019

<https://www.surveymonkey.com/r/MHWProviderWkshp06052019>

### HPE MyRoom Virtual Classroom Training

Wednesday, June 12, 2019 1:30 pm – 3:30 pm

Friday, June 7, 2019

<https://www.surveymonkey.com/r/MHWProviderWkshp06122019>

## HOW TO REGISTER FOR A WORKSHOP

To register for these workshops, visit the [www.ctdssmap.com](http://www.ctdssmap.com) Web site, go to Publication Page and click on Mental Health Waiver Provider Enrollment Workshop Invitation. To register, click on the registration link for the workshop you wish to attend.

**Once you click “Register Now” at the bottom of your registration page, you will be provided a workshop confirmation number.** Please retain this number for your records should you need to discuss your registration with DXC Technology. **If you do not receive a confirmation number, you have not successfully registered for this workshop.**

Please be sure to include all registration information indicated below to ensure timely and accurate attendance registration.

### **HPE MyRoom Virtual Classroom Training**

DXC Technology 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 **Mental Health Waiver Provider Enrollment Workshop**. 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 two (2) 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:**

**Inclement Weather**

Should inclement weather occur on the date of a workshop, resulting in a cancellation, DXC Technology will post a notice of workshop cancellation at **1-844-225-1164, extension 2154000.**