



# A Connecticut Medical Assistance Program Workshop For Connecticut Home Care (CHC) Service 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 CHC Service Provider policies and claim submission procedures? This workshop will provide you and your staff with a review and understanding of changes to CHC claim submission and will review policy changes that impact how claims are submitted or processed today.

### Workshop Topics Will Include:

<ul style="list-style-type: none"><li>• Client Eligibility Verification – Determining Client Eligibility and Resolution of Ineligibility</li></ul>	<ul style="list-style-type: none"><li>• Electronic Visit Verification (EVV) – Impact, Updates, and Resources</li></ul>
<ul style="list-style-type: none"><li>• Care Plan Review – Determination and Billing of Services Authorized</li></ul>	<ul style="list-style-type: none"><li>• Provider Resources</li></ul>
<ul style="list-style-type: none"><li>• Explanation of Benefit Codes – Understanding Claim Denials and Action to be taken</li></ul>	<ul style="list-style-type: none"><li>• Electronic Messaging</li></ul>
<ul style="list-style-type: none"><li>• Monthly Claims Reprocessing and Remittance Advice Impact</li></ul>	

Please follow the registration instructions below to register for the workshop. 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 locations, dates, and times for the CHC Refresher Workshops are listed below. The registration link is 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:

**HP MyRoom Virtual Classroom Training  
Thursday, October 20, 2016**

**9:00 am – 12:00 pm**

**Friday, October 14, 2016**

<https://www.surveymonkey.com/r/CHCRefresherWorkshop10202016>

## HP MyRoom Virtual Classroom Training

Tuesday, October 25, 2016

1:00 pm – 4:00 pm

Wednesday, October 19, 2016

<https://www.surveymonkey.com/r/CHCRefresherWorkshop10252016>

## Connecticut Hospital Association, 110 Barnes Road, Wallingford, CT

Thursday, October 27, 2016

9:00 am –12:00 pm

Friday, October 21, 2016

<https://www.surveymonkey.com/r/CHCRefresherWorkshop10272016>

# HOW TO REGISTER FOR A WORKSHOP

To register for these workshops, visit the [www.ctdssmap.com](http://www.ctdssmap.com) Web site and go to Information, then Publications and scroll down to Provider Workshop Invitation Forms. Select the CHC Refresher Workshop you wish to attend and click on the Registration Link.

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

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 Hewlett Packard Enterprise. If you do not receive a confirmation number, you have not successfully registered for this workshop.

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

## HP MyRoom 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 **CHC Refresher Workshop**. At the same time, participants will dial into a conference call and have an opportunity to ask questions. Providers who register for this training will receive an email from Hewlett Packard Enterprise 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 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/AVRS ID
- Contact Name
- Telephone Number (including Area Code)
- Email Address
- Name of Attendee (Required for Internet Virtual Classroom Training)

## **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.

## **DIRECTIONS**

### **Connecticut Hospital Association**

**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**