## interChange Provider Important Message

### **Attention Non-Emergency Medical Transportation (NEMT) Providers: Accessing Their Re-enrollment Due Date**

A provider's re-enrollment due date can be viewed by accessing the Connecticut Medical Assistance Program Secure Web site at <u>www.ctdssmap.com</u>. From this Web page, go to "Provider", then to "Secure Site" or, from the provider panel on the left side of the Home page, click on "Secure Site." Once the Login page is displayed, enter your User ID and Password and click on login.

	Provider Trading Partner Pharmacy In				
Provider	Provider Enrollment				
	Provider Re-Enrollment				
<ul> <li>Provider Services</li> </ul>	Provider Enrollment Tracking				
Provider Search	Provider Matrix				
Provider Enrollment	Provider Services				
Promoting Interoperability	Provider Search				
Program	Drug Search				
OOS Instructions/Information	Provider Fee Schedule Download				
Fingerprint Criminal Background	Promoting Interoperability Program				
Check Info	00S Instructions/Information				
Provider Training	Fingerprint Criminal Background				
Secure Site	Check Info				
	- E-Mail Subscription				
	Secure Site				
	Login				
The Connecticut Department of Social Services Medical Assistance Program secure Web site is intended for providers, trading partners/billing agents, labelers/drug manufacturers and clerks designated by those entities.					
click on the setup account button.	under letter,				
setup account					
User ID*					
Password*					
login					
If you have forgotten your password or need to reactivate your account, please click the reset password button					
	servate your decount, please ener the reset password batton.				

If the NEMT provider previously set up their account but doesn't remember their password or their account has been deactivated due to inactivity, the NEMT provider would need to reset their password. To reset their password, the NEMT provider needs to click on the "Reset Password" button, enter their User ID and answer their security questions and the page will allow the user to reset their password.

#### Web Account Set Up

If the NEMT provider has never set up their secure Web portal account, they would need to perform the following steps prior to logging in.

To set up your account, the NEMT provider would click on "Setup Account."



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NEMT providers would have received their logon IDs via their enrollment confirmation letter. A Web and AVRS PIN letter would have arrived under a separate cover letter.

If the NEMT provider never signed into the Web account previously and you do not have your enrollment confirmation letter, you need to contact the Provider Assistance Center (PAC) at 1-800-842-8440 to request the Web/AVRS PIN letter be re-sent to the NEMT provider via your provider enrollment address.

To set up your account, the NEMT provider will need to enter the Initial Web User ID and Web PIN in the appropriate fields and click "Setup Account." This will allow you to create a unique user ID and password.

Account Setup		× 1				
Initial Web User ID* Personal Identification Number*	001111111 AB12C3de4					
Please note User ID and Personal Identification Number are case sensitive.						
Click <u>here</u> to find an account set up.	nswers to the most frequently asked question	s (FAQs) regarding Web				

On the Account Setup screen, fill in the fields with the appropriate information.

Before clicking submit, be sure to note the chosen User ID, Password, and secret question answer(s) and keep them in a secure location. Passwords expire after 60 days and will need to be reset if it becomes inactive and/or expires.

\*\*\* Your User ID can NEVER be changed. It is suggested you choose a generic user ID related to your practice/agency. \*\*\*



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User ID*	JOHN_DOE_DENTAL			Password*	******
Contact Last Name*	Doe			Confirm Password*	•••••
Contact First Name*	Jonathan			EMail*	john_doe_dds@doedental.com
Phone Number*	(800)555-5555	5555		Confirm EMail*	john_doe_dds@doedental.com
1st Secret Question*	Mothers maiden name				
1st Answer*	Smith				
2nd Secret Question	Name of first pet				
2nd Answer	Buster				
Security Agreement rovider agrees to mee ertaining to confidenti accordance with all s Il information concerni	t all applicable sta ality, privacy, and state and federal k ng DSS clients, inc	te and feo security aws and re cluding, bu	eral laws and regulations nd to maintain and safeguard, gulations, the confidentiality of t not limited to, personal,		
nancial, and medical in	formation. Provid	ler agrees	that this agreement is an	×	

Once the NEMT provider has successfully set up their account or signed into the secure site, they can view their re-enrollment due date from the Account Home page.

Home Information Provider Trading Partner Pharmacy Information Hospital Modernization Electronic Visit Verification Claims Eligibilit	y Prior Authorization Hospice MAPIR
Account	
home account home account maintenance account setup change password reset password log out	
Your password expires in 61 days on 8/31/19 at 12:00 A.M. Change Password         Welcome: Provider Account User ID         Provider ID: Enrollment NPI or AVRS ID         Reerrollment Due Date: 05/01/2022         Zip Code: 06106 - 5501         Your R.A.s., or 135 transactions, are being sent to:         Your download page in the Trade Files menu option.	Quick Link         • Check E-messages         • Claim Status Inquiry         • Client Eligibility Verification         • Prior Authorization Inquiry         • Download Remittance Advices         • ACA         • Ordering/Prescribing/Referring         Provider List
Global Messages	
Secure Mailbox *** No rows found ***	

