



**TO: Certified Dietitian-Nutritionists, Physicians, Physician Assistants, Certified Nurse-Midwives, Advanced Practice Registered Nurses, and Rehabilitation Clinics**  
**RE: REVISED - Certified Dietitian-Nutritionist Enrollment Criteria**

Effective for dates of service April 1, 2025, and forward, the Department of Social Services (DSS) will **enroll** certified dietitian-nutritionists in Connecticut's Medicaid program, also commonly referred to as the Connecticut Medical Assistance Program (CMAP) and HUSKY Health. To be eligible to enroll under CMAP, the dietitian-nutritionist must be certified by the State of Connecticut Department of Public Health (DPH).

Please note that certified dietitian-nutritionists may begin enrolling in CMAP as of April 1, 2025, however reimbursement for services will not begin until dates of service July 1, 2025, and forward. Services rendered to a Medicaid/CMAP/HUSKY Health member prior to July 1, 2025, will **not** be eligible for reimbursement. Subsequent guidance will be forthcoming regarding the coverage policy for services.

### DPH Dietitian-Nutritionist Certification:

Dietitians-nutritionists looking to enroll with CMAP/HUSKY Health must first be certified by DPH prior to submitting their enrollment application. Dietitians-nutritionists can visit the Dietitian/Nutritionist Certification website at:

<https://portal.ct.gov/dph/practitioner-licensing-investigations/dietitian/dietitiannutritionist-certification>.

### Provider Enrollment Criteria/Requirements:

Certified dietitian-nutritionists interested in participating with CMAP/HUSKY Health can begin enrolling as a billing provider effective April 1, 2025.

Certified dietitian-nutritionists and certified dietitian-nutritionists' groups must enroll online via the enrollment Wizard on the Connecticut Medical Assistance Program (CMAP) Web site: [www.ctdssmap.com](http://www.ctdssmap.com).

Prior to enrolling, certified dietitian-nutritionists will need to make sure that they are able to achieve and maintain the following provider enrollment requirements: (along with meeting all other requirements listed in the provider enrollment agreement)

- The ability to maintain and securely store any and all medical records (Electronic or Paper) for 7 years.
- Obtain an NPI.
- Service location: If using an at-home service location, such location must meet the definition below.

A sample of the provider enrollment agreement is provided in the Helpful Links and Information section below.

### Federally Qualified Health Centers (FQHCs) and Outpatient Hospitals:

Separate guidance will be forthcoming regarding the enrollment of certified dietitian-nutritionists employed by FQHCs and outpatient hospitals. FQHCs and outpatient hospitals should continue to monitor the CMAP website for this guidance.

### Definition of an At-Home Service Location:

When applicable, if a certified dietitian-nutritionist maintains an at-home, office service location, the following definition applies. A home office is a room or set of rooms within a provider's home where they can see HUSKY

Health members in-person and can maintain the member's privacy and confidentiality during the visit. The home office should consist of a separate entrance or avenue through the home away from the view of others in the household to protect the member's privacy.

### Helpful Links and information:

- [Individual Practitioner Enrollment Application Sample](#)
- [Employed by Organization Enrollment Application Sample](#)
- National Provider Identifier (NPI) Link: [NPPES](#) – Certified dietitian-nutritionists are required to obtain an NPI with one of the following taxonomies prior to completing the enrollment application:

133N00000X	Nutritionist
133NN1002X	Nutrition, Education
133V00000X	Dietitian, Registered
133VN1004X	Nutrition, Pediatric
133VN1005X	Nutrition, Renal
133VN1006X	Nutrition, Metabolic

- Please have the following information readily available to fill out the enrollment application:
  - Individual and or Group NPI
  - Social Security Number
  - DPH Certification #
  - Tax ID
  - Bank Deposit info (individual, group or hospital)
  - Your office address, including a full nine-digit zip code, as well as your program's office phone number and email address
  - Only enter an email address that you use daily (All enrollment and program information will be sent to that address)

To enroll, providers must go to the Connecticut Medical Assistance Program (CMAP) Web site: [www.ctdssmap.com](http://www.ctdssmap.com) and select "Provider" and then "Provider Enrollment" from the Home page to access the enrollment Wizard. Certified dietitian-nutritionists are encouraged to read all instructions prior to proceeding with the online enrollment process.

Certified dietitian-nutritionists should gather all data required prior to beginning the enrollment process, as an incomplete application cannot be saved. In addition, an application remaining idle for more than 20 minutes will disconnect from the enrollment Wizard and the provider will be forced to start over.

**Once the online application is submitted, providers should take note of the Application Tracking Number (ATN). Once the application has been submitted, the provider SHOULD download a copy of the completed application for record keeping purposes.** The ATN will allow providers to track the status of their enrollment application by selecting "Provider Enrollment Tracking" from the provider main menu on the CMAP Web site Home page: [www.ctdssmap.com](http://www.ctdssmap.com). **On average it takes 4-9 weeks to finalize an enrollment.**

Successfully enrolled certified dietitian-nutritionists and groups will receive both a Welcome and PIN letter to set up their **(IMPORTANT) Secure Web Account**. The setup of a secure Web account allows the provider access to multiple on-line functionalities to maintain an updated enrolled provider file, in addition to multiple functionalities such as eligibility verification and claim submission.

### **Provider Re-enrollment:**

Re-enrollment for certified dietitian-nutritionists and groups will occur every two (2) years. Six (6) months prior to their re-

enrollment due date, providers will receive notification from Gainwell Technologies that it is time to re-enroll along with an Application Tracking Number (ATN).

To re-enroll, providers will go to the CMAP Web site: [www.ctdssmap.com](http://www.ctdssmap.com) and select “Provider Re-enrollment” from the drop down “Provider” menu. Providers will enter the ATN provided and their National Provider Identifier (NPI) or AVRS ID. The ATN expedites the re-enrollment process by allowing the provider access to prior enrollment data. Providers should carefully review the data for accuracy, making changes as applicable before submitting their re-enrollment application.

**PLEASE NOTE:** Changes cannot be made via the Web portal once the application is submitted. Additional changes must be submitted on paper to the Gainwell Technologies Provider Enrollment Unit. The ATN of the online application should be indicated on all additional documentation submitted to expedite the re-enrollment process.

For questions about enrolling, please contact the Provider Assistance Center, Monday through Friday (excluding holidays) from 8:00 a.m. to 5:00 p.m. at 1-800-842-8440.