



TO: Behavioral Health Providers Enrolled in Independent Practice and Group Practice, Psychologists, Licensed Marital and Family Therapists (LMFTs), Licensed Clinical Social Workers (LCSWs), Licensed Professional Counselors (LPCs), Licensed Alcohol and Drug Counselors (LADCs)

RE: Attestation Requirement for Behavioral Health Clinician Groups and Behavioral Health Licensed Clinicians

Electronic Signature Process IS Live!

Providers ability to sign the attestation electronically is now available. Providers **MUST** attest online going forward. All paper copies of the attestation form will not be acceptable **UNLESS** you are actively submitting an enrollment or re-enrollment application at this time.

It can be accessed by clicking onto the Behavior Health Attestation Tab located on the top righthand corner of the screen when providers log into their portal.

If you have submitted a paper copy attestation and you are not actively enrolling or re-enrolling, please log into your account and submit the attestation online. Paper attestations will not be accepted.

As a reminder: An eDelivery account is required to receive the letters for this new requirement. Please refer to [PB2019-15](#) ‘Implementation of Electronic Delivery of Letters - Replacement to the Mailing of Connecticut Medical Assistance Program Letters’ to sign up for your eDelivery account.

On July 6, 2023, letters started to be sent out in a phased approach to roll out the new required attestation process to all behavioral health providers. This attestation is required of all licensed, enrolled behavioral health providers (type 33) independently practicing or working under a behavioral health group, hospital, FQHC or clinic. The attestation form will also be required of behavioral health group (type 86) owners. The attestation requirement applies both to services rendered personally by an independently licensed behavioral health

clinician (licensed psychologists, LCSWs, LMFTs, LPCs, LADCs) and also to services provided by an associate licensed behavioral health clinician (licensed master social workers (LMSWs), licensed marital and family therapy associates (LMFT-As), and licensed professional counselor associates (LPC-As) working within such clinician’s scope of practice under the supervision of an applicable qualified independent licensed behavioral health clinician who is authorized under state law to supervise each applicable category associate licensed practitioner. This does not pertain to associate BH Providers or LMSW’s. Prior to signing the attestation providers are required to review training slides and watch the taped training before signing and submitting the attestation form.

The required training and slides are located on the Carelon Web site at the following link:

[Welcome | Carelon Behavioral Health of Connecticut \(ctbhp.com\)](#)

Scroll to ‘Other Resources, Attestation For Behavioral Health Clinician Groups and Solo Clinicians in Independent Practice’ are there.

- [Training Video](#)
- [Presentation Slides](#)

After reviewing the training and slides, providers will then have to log into their provider portal on www.ctdssmap.com and complete the electronic attestation. All new providers will be required to attest as part of their initial enrollment, then at least once every 5 years. The attestation form must be signed by all owner(s) of the practice and all owners/clinicians in the group practice. If the

owner is the clinician, they will only be required to sign the form once. Hospitals, FQHCs and clinics owners are not required at this time to sign the attestation form as an organization, only the individuals that are performing services are required to sign their own attestation form. This attestation confirms that the provider acknowledges and agrees to abide by the requirements set forth in applicable laws, regulations, the provider enrollment agreement, and other Connecticut Medical Assistance Program (CMAP) requirements.

The attestation form is an acknowledgment that does not establish or change any current CMAP requirements, which all remain in full force and effect as set forth therein. In general, CMAP regulations, bulletins, and guidance documents are posted to the CMAP Web site at www.ctdssmap.com, select “Information” then select “Publications”. Providers must also continue to follow all other guidance in Provider Bulletin [PB 2022- 67](#) – ‘*Guidance for Services Rendered by an Associate Licensed Behavioral Health Clinician Working in Private Practice Under the Supervision of an Applicable Qualified Independent Licensed Clinician*’.

Letter Distribution

Letters started being distributed in a phased approach beginning July 6, 2023. Letters will be sent primarily using the eDelivery process. If you have not signed up for eDelivery please refer to [PB2019-15](#). Providers that have signed up for eDelivery must make sure that their email address is correct and watch for these important letters. If you have not set up eDelivery then the letters will be mailed to the address on file for the clinician or group.

NOTE: If the provider has a Web Portal account the attestation may be completed at any time after July 6, 2023 to fulfill their attestation requirement.

Secure Web Portal

If enrolment records indicate that the provider has not previously created a Secure Web portal account, an account will need to be created. In order to do that, providers will need the AVRS/Initial Web User ID printed on the letter they receive. There will be an additional separate letter sent with a Personal Identification Number (PIN) which is needed to create their secure provider Web portal account. Once received, they must log in to the Secure Web portal to set up their account. Additional instructions on account set up can be found in Chapter 10 of the Provider Manual, available via the www.ctdssmap.com Web site by selecting Information > Publications and scrolling down to the link to that chapter.

Once the Secure Web portal account is created, the provider must log into their Secure Web portal account to electronically sign and submit the behavioral health attestation. The clinician(s) and all owners, if applicable, must login to their Secure Web portal account to electronically sign and submit the Behavioral Health Attestation. If any owner(s) does not have a secure Web account set up, the Master Web User must create a clerk account for all owner(s). Attestations will not be accepted on paper.

Incomplete Attestation Form: Claims Denial

Providers who submit an incomplete attestation form, when required to do so, will have their claims denied with the following Explanation of Benefits (EOB) code(s):

1043 – BH Billing Provider Attestation Needs to be Signed

1046 – BH Rendering Provider Attestation Needs to be Signed

1047 – BH Billing Provider Attestation not valid on claim date of service

Providers will need to go to their Secure Web portal to sign the attestation. Once signed, the

provider will need to re-submit their claims for processing.

Questions

DSS has provided the following FAQ regarding the attestation process:

[Behavioral Health Clinician Groups and Individual Clinicians in Independent Practice FAQ](#)

For questions not addressed in the FAQ please contact the Provider Assistance Center, Monday through Friday from 8:00 a.m. to 5:00 p.m. at 1-800-842-8440.

Responsible Unit

DSS, Division of Health Services: Behavioral Health Services: Please contact Fatmata Williams, Director of Integrated Care at fatmata.williams@ct.gov or Hector Massari at hector.massari@ct.gov.

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