

**CHIP Providers must be enrolled with DHS by December 31, 2017  
Claims will be denied January 1, 2018 if you are not enrolled**

## **TRAINING ANNOUNCEMENT**

**SUBJECT: Implementation of the Electronic Provider Enrollment Application User Interface (UI) for PA Children's Health Insurance Program (CHIP) Providers**

PA CHIP is pleased to offer a training option, which utilizes an Internet virtual classroom and allows participants to attend a training session without leaving their office.

The training session is designed to educate providers who wish to serve CHIP how to enroll with the Department. These providers will not be expected to serve Medical Assistance enrollees. The Electronic Provider Enrollment User Interface will allow providers to complete their CHIP enrollment application on-line, effective November 17, 2017.

Note: This training session does not apply to CHIP providers who are also Medical Assistance provider and are already enrolled.

Upon completion of registering for a session, participants will receive a confirmation page with instructions on how to join the session and the available audio options.

The training session will last approximately two hours and a PowerPoint Presentation will be available for download to use during and after the session. Below is a schedule of the upcoming Electronic Provider Enrollment Application User Interface (UI) for CHIP Provider training sessions:

### **Internet Virtual Training Schedule**

- Implementation of the Electronic Provider Enrollment Application User Interface (UI) for CHIP Providers - **Monday, October 30, 2017 through Friday, November 3, 2017.**
  - Morning sessions for each day are scheduled **9:00 a.m. to 11:00 a.m.**
  - Afternoon sessions for each day are scheduled **1:00 p.m. to 3:00 p.m.**
- Implementation of the Electronic Provider Enrollment Application User Interface (UI) for CHIP Providers - **Monday, November 6, 2017 through Friday, November 10, 2017.**
  - Morning sessions for each day are scheduled **9:00 a.m. to 11:00 a.m.**
  - Afternoon sessions for each day are scheduled **1:00 p.m. to 3:00 p.m.**
- Implementation of the Electronic Provider Enrollment Application User Interface (UI) for CHIP Providers - **Monday, December 4, 2017 through Friday, December 8, 2017.**
  - Morning sessions for each day are scheduled **9:00 a.m. to 11:00 a.m.**
  - Afternoon sessions for each day are scheduled **1:00 p.m. to 3:00 p.m.**

### **Register For Your Internet Virtual Room Session**

You may register at the DHS Internet site below:

<http://www.dhs.pa.gov/provider/training/promiseprovidereducationandtraining/promiseproviderconferencecalltraining/index.htm>

**Required Registration Information:**

- Full Participant Name
- Provider Name
- Telephone Number (including area code and extension number)
- Valid E-Mail Address
- Fax Number (including area code)

**Optional Registration Information:**

- Total Number of people attending the session
- Your top three questions

After you complete the Registration Request Form, click the submit button. You will receive an automated Internet response confirming your participation. Your registration confirmation will include details about the session and the following:

- Name of session
- Date of session
- Time of session
- Instructions on how to join the session including system requirements and the link to access the virtual session
- Audio options (computer or telephone dial-up)
- Session ID