

Agenda for Enrollment & Credentialing Training

Enrollment (60 mins)

Topic	Mins
BH Integration and enrollment overview <i>Lynda, DMAHS</i>	10
Enrollment process and step-by-step demo <i>Helen, Gainwell</i>	30
Enrollment resources and next steps <i>Shanique, DMAHS</i>	5
Q&A <i>Helen, Gainwell + Lynda, Geralyn, Shanique, DMAHS</i>	15
	60

Credentialing – Process, MCO round-robin and joint Q&A (60 mins)

Topic	Presenter	Mins
Overview of credentialing standards DMAHS to recap overview of key requirements / new standards and high-level process flow for credentialing common across MCOs	<i>Geralyn, DMAHS</i>	25
MCO “round robin” Each MCO to introduce their credentialing team, share training info, and give an overview of any MCO specific processes. All MCOs required to submit 4 slides covering this content	<i>MCO reps</i>	20 (4 min each)
Full group Q&A Collective Q&A on credentialing for questions that apply across MCOs. <ul style="list-style-type: none"> All questions to be submitted via chat with DMAHS moderator to field questions appropriate representatives MCOs required to provide one representative to answer MCO specific questions DMAHS to wrap up session with training dates of MCOs 	<i>DMAHS reps</i>	15
		60

- MCOs required to host their own credentialing training (separately or as part of end-end provider training)
- Required to host multiple sessions – e.g., morning and afternoon session to accommodate provider schedules
- Material for sessions must be shared with DMAHS for approval
- DMAHS representatives will attend MCO training sessions



Enrollment and Credentialing

NJ FamilyCare Behavioral Health Integration

SEPTEMBER 25, 2024

Housekeeping



All attendees will enter the meeting on **mute**



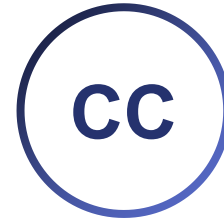
Use the “**raise hand**” function if you wish to speak



This meeting will be recorded to act as an ongoing resource



Submit your **questions using the "Q&A" function** and we will compile them



You can **enable closed captions** at the bottom of the screen



Materials and recording will be published and available on DMAHS website

1

Medicaid Enrollment

09:00 - 10:00

- **BH Integration & enrollment overview**
Lynda Grajeda, Chief of Managed Care Operations, DMAHS
09:00 - 09:10
- **Enrollment process & step-by-step demo**
Helen Ross, Gainwell
09:10 - 09:40
- **Enrollment resources & next steps**
Shanique McGowan, BH Program Manager, DMAHS
09:40 - 09:45
- **Q&A**
DMAHS
09:45 - 10:00

2

MCO Credentialing

10:00 - 11:00

- **Overview of credentialing standards**
Geraldyn Molinari, Provider Relations Director, DMAHS
10:00 - 10:25
- **MCO Round Robin**
Aetna, Fidelis, Horizon, UHC, WellPoint
10:25 - 10:45
- **Full group Q&A**
DMAHS
10:45 - 11:00

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NJ FamilyCare/NJ Medicaid has two delivery models

NJ FamilyCare is the name of the Medicaid Program in New Jersey, and includes core Medicaid, the Children's Health Insurance Program (CHIP), and Medicaid expansion populations. Medicaid services are provided through **two delivery models**:

Fee For Service (FFS)

- **Providers bill state** Medicaid directly for services
- Currently, **many behavioral health (BH) services** are billed under FFS for the **general population**, but are shifting to managed care
- In addition to certain services, used for **members not enrolled in a managed care organization (MCO)** and members with **presumptive eligibility**



~5% of NJFamilyCare members covered under FFS only

Managed care

- Services managed by one of **5 MCOs**: Aetna, Fidelis, Horizon, United, WellPoint
- **Providers bill MCOs** for services; MCOs receive funding from state to **coordinate member care** and **offer special services** in addition to regular NJ FamilyCare benefits
- **MCOs responsible** for provider network management, care coordination and care management, utilization management, quality assurance, etc.



~95% of NJFamilyCare members enrolled in an MCO

Overview of NJ Behavioral Health Integration

Context

While, physical health is managed by MCOs, many behavioral health (BH) services are still managed through FFS

BH includes mental health (MH) services and substance use disorder (SUD) services

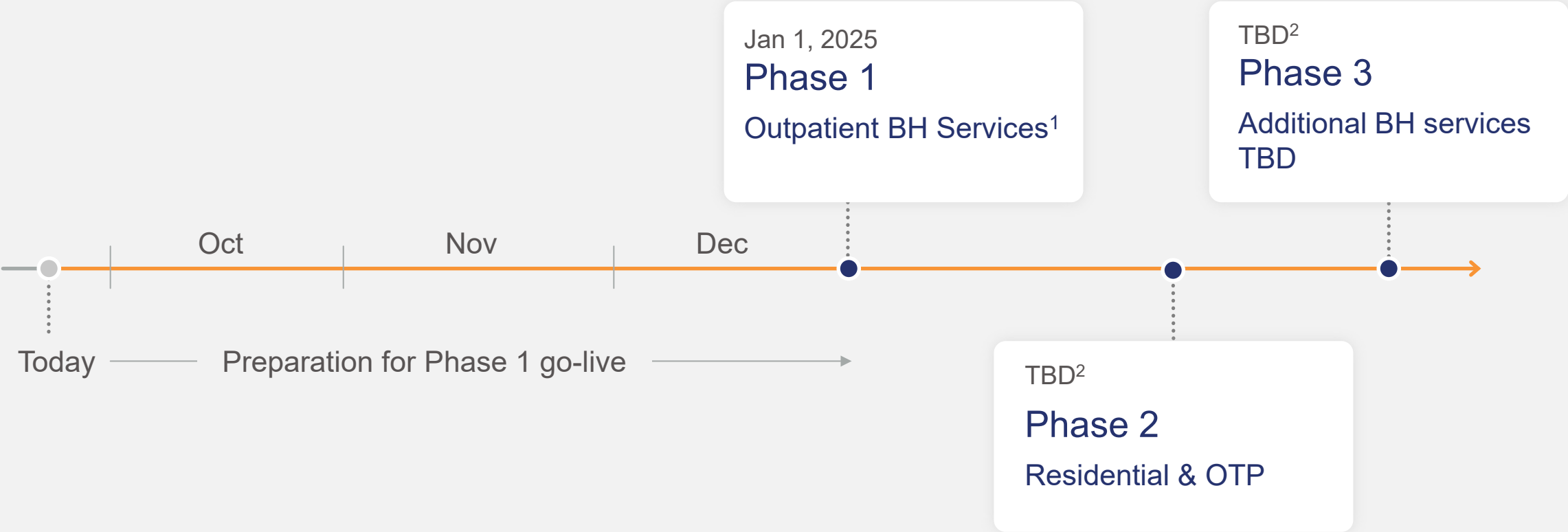
To prioritize whole-person care where all healthcare services across the care continuum are managed under the same entity, NJ is embarking on BH integration by shifting BH services from FFS to managed care

Goals of BH Integration

- ☆ **Increase access** to services with a focus on member-centered care
- ☆ Integrate behavioral and physical health for **whole person care**, with potential to improve healthcare outcomes.
- ☆ Provide appropriate services for members in the **right setting, at the right time**

Timeline: Less than 4 months to Phase 1 go-live

NJ is taking a phased approach to shifting BH services from FFS to be managed by MCOs, with Phase 1 go-live planned for Jan 1, 2025



1. Outpatient BH services are currently covered by managed care for members enrolled in MLTSS / DDD / FIDE-SNP programs and will be integrated for general managed care population during Phase 1; 2. Scope and timing of Phase 2 and 3 to be determined after Phase 1 go-live

Planned services for each phase of BH integration

Phase 1– Outpatient BH¹ Services

- MH outpatient counseling
- MH partial hospitalization
- MH partial care in outpatient clinic
- MH outpatient hospital or clinic services
- SUD outpatient counseling
- SUD intensive outpatient
- SUD outpatient clinic (includes ambulatory withdrawal management)
- SUD partial care

Phase 2 – Residential & OTP

- Adult mental health rehabilitation
- SUD short-term residential
- SUD — medically monitored inpatient withdrawal management
- SUD long-term residential
- Opioid treatment programs (OTP)

Phase 3 – Additional BH Services²

Scope of services included in phase 3 is **still being confirmed** but services being considered include:

- Opioid Overdose Recovery Programs (OORPs)
- Psychiatric Emergency Rehabilitation Services (PERS)
- Psychiatric Emergency Screening Services (PESS)
- Behavioral Health Homes
- Community Support Services (CSS)
- Certified Community Behavioral Health Clinics (CCBHCs)
- Children’s System of Care (CSOC)

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Is this session right for you?



I am brand **new to NJ Medicaid**

- Enrollment is first step in NJ Medicaid provider journey
- Must enroll before credentialing with MCOs

By end of session, you will be prepared to enroll in Medicaid



I am **enrolled** in NJ Medicaid and **providing** Phase 1 services

- Do not need to re-enroll with NJ Family Care / NJ Medicaid
- Must credential with the MCOs your members are enrolled in to **ensure continuity of care**¹
- If you are already credentialed with all 5 MCOs², you may not need to re-credential, but you may need to review the terms of your provider contract to ensure all services are included

Come back **at 10am** for Part 2 focused on MCO credentialing



I am **enrolled** in NJ Medicaid and providing only Phase 2 services

- Do not need to re-enroll with NJ Family Care / NJ Medicaid
- Not yet required to credential with MCOs at this time but we encourage you to do so
- *Note:* If you are not providing a Phase 1 or Phase 2 service, you are presently unable to enroll or credential

1. Providers encouraged to credential with all 5 MCOs; 2. for MLTSS, DDD, or FIDE SNPs
Note: Providers can check their enrollment status by searching the NJMMIS Directory. If provider status is NOT ACTIVE, please call us to clarify your enrollment

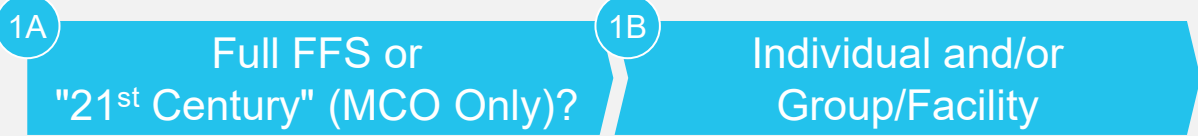
Enrollment

Process by which healthcare providers **apply and become approved** to deliver services to Medicaid beneficiaries

Goals

- ☆ **Access to care:** Establish a network of quality healthcare providers qualified to deliver care to Medicaid members
- ☆ **Program integrity:** Prevent fraud, waste, and abuse within the Medicaid program by thoroughly screening providers
- ☆ **Promote efficient healthcare delivery:** Enable timely and accurate reimbursement, improve coordination of care and overall efficiency of service provision within the Medicaid network

Enrollment process: Three steps to enroll in Medicaid



- Choose between Full FFS or "21st Century" (MCO Only) application
- Depends on the services you provide

- You may be required to enroll as an individual, group/facility, or both
- Depends on whether you are a "billing provider" and/or a "rendering provider"

- Required to submit information about your practice and background to the state for validation and record-keeping

- Can email, fax, or mail a copy of your enrollment to Gainwell

What do I need to do to enroll? Questions we will answer today

? Do I submit a Full FFS or 21st century application?

? Do I submit an individual and/or a group/facility application?

? What documents will be required to accompany my application?

? How/where do I submit my application?

Full FFS application gives providers flexibility to bill for more services

Full Fee For Service (FFS)

Full-length application, by provider type

For providers needing the ability to bill **any services FFS, in addition to any MCO billing**



Phase 1 – Outpatient Services

+

Phase 2 – Residential & OTP

+

Phase 3 – Additional BH Services

"21st Century Cures" (MCO Only)

If you are not eligible for Full FFS application

For providers **only** billing for services covered by **managed care** during Phase 1



Phase 1 – Outpatient Services

Cannot bill for any FFS BH services

This includes Phase 2 and Phase 3 services during Phase 1

Separate applications for enrolling as an individual or as a group / facility

Full Fee For Service

Application varies by provider type

“21st Century Cures” (MCO Only)

Application independent of provider type

Individual

For licensed practitioners to enroll and be approved to bill Medicaid individually

Application **by provider type**, including¹:

- Advanced Practice Nurse – Individual
- Physician – Individual
- Psychologist – Individual

One application²
21st Century – Individual

Group / Facility

For administrators to enroll an entity to be approved to bill Medicaid

Application **by provider type**, including¹:

- Adult Mental Health Rehab
- Advanced Practice Nurse – Group
- Community Support Service
- Independent Clinic
- Prevention Agency
- Psychiatric Hospital
- Psychologist – Group
- Residential Treatment Centre

One application²
21st Century – Group



Billing provider

The provider who **directly bills** Medicaid entity (FFS or MCO) for reimbursement of services

Listed as “billing provider” on claim



Rendering provider

The provider who **delivers or oversees the service** to the member.²

Will be listed as the “rendering / attending provider” on claim

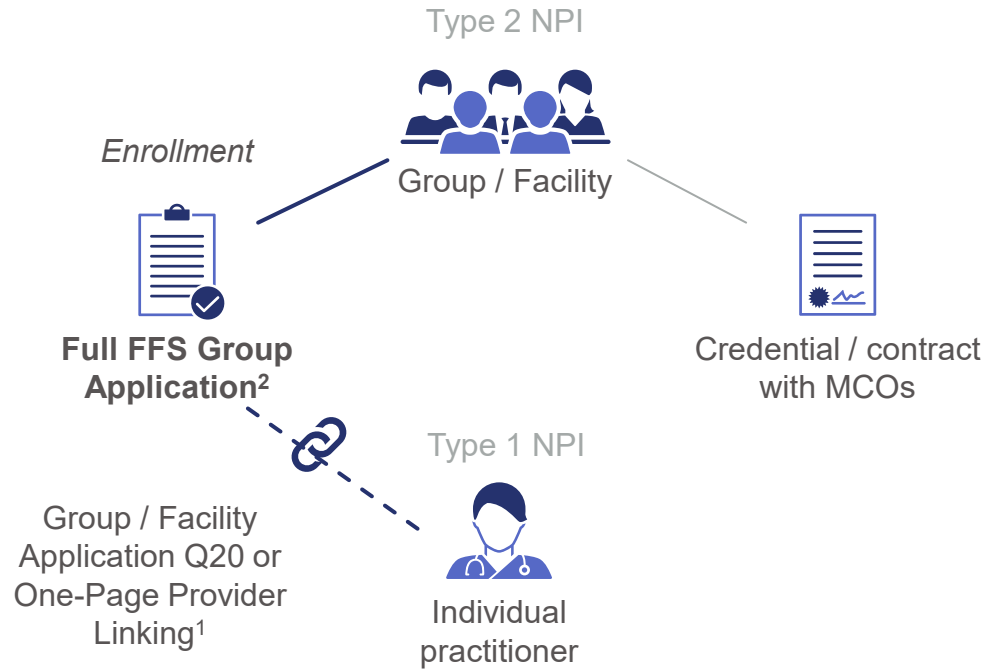
Individual practitioners may need to enroll as an individual, with a group / facility, or both, depending on billing and rendering status

Scenario	Requirements	Example
A Always billing and rendering provider	Enroll as individual¹ with your SSN and Type 1 NPI	Independent providers who provide services in private practice, billing under Type 1 NPI / SSN
B Always rendering provider only i.e., billing under a separate entity	Must be linked to an enrolled group / facility – <i>detail follows</i>	Providers who provide services within an agency, hospital, clinic, or group practice, billing under entity's Type II NPI / EIN
C Sometimes billing provider, sometimes rendering only	Enroll as individual AND be linked to an enrolled group / facility	Providers who provide services within an agency but also in private practice

1. Must be fully licensed to enroll individually. For BH, eligible provider types to enroll individually include Psychiatrists, Psychologists, Neuropsychologists, Advanced Practice Nurses (APNs), Licensed Clinical Social Workers (LCSWs), Licensed Professional Counselors (LPCs), Licensed Marriage and Family Therapists (LMFTs);
2. If billing with UB04, the attending provider is deemed to deliver the service to the member. For the purposes of determining enrollment see requirements for “rendering provider”

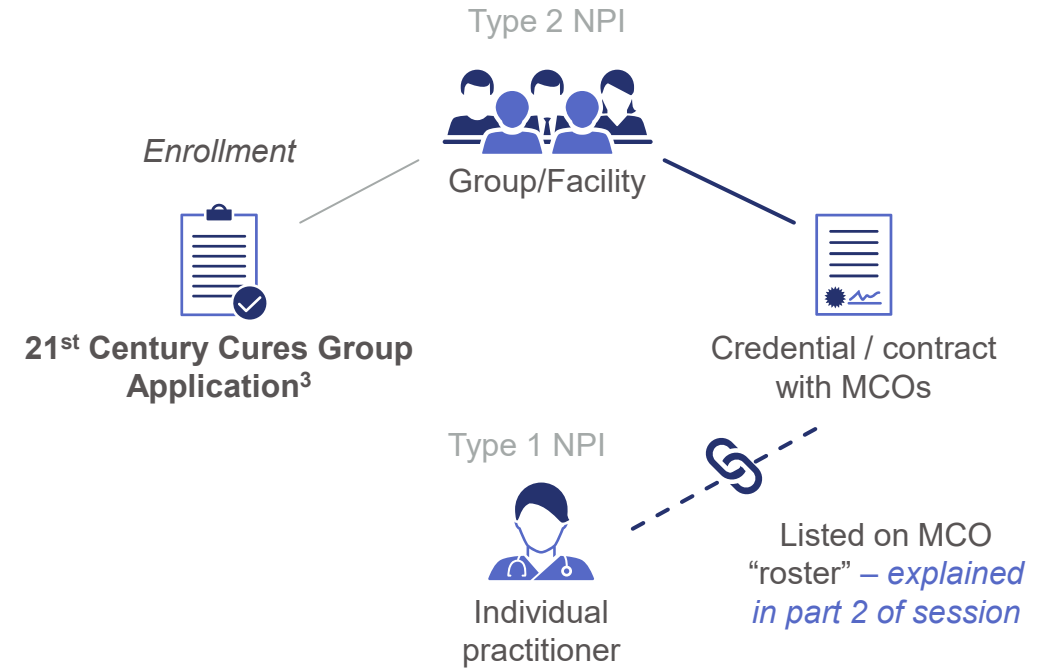
Individual practitioners: Linking different for Full FFS and 21st century

Full Fee For Service application



Link with group / facility made via **Q20 of Group Application** or **One-page group provider linking¹**

"21st Century" (MCO Only) application



Link with group / facility **not done through enrollment** process

1. The One-page group provider linking form (FD-23A) can only be used by groups when adding a provider who is already enrolled with Medicaid (i.e., has a Medicaid #), otherwise a full group application must be filed again for an existing group with the individual provider listed on question 20; 2. Form FD-23; 3. Form FD-22B

Individual practitioners: Which enrollment application(s) do I need to submit?

May need to enroll as an individual **and/or** be linked to a group / facility depending on your billing / rendering status and services you provide

		Full FFS Ability to bill any BH services FFS + MCO services	"21st Century" (MCO Only) Ability to bill Phase 1 MCO services only
Billing / rendering status	A Always billing provider	Full FFS – Individual	21 st Century – Individual
	B Sometimes billing provider	Full FFS – Individual + Linked to Group / Facility ¹	21 st Century – Individual
	C Never billing provider, rendering provider only	Linked to Group / Facility ¹	N/A – No linking through enrollment ² Linking through credentialing If not known to Medicaid, may need to enroll individually in order to credential

Non-rendering providers (e.g., an unlicensed provider who practices under supervision) are not required to enroll

1. Rendering providers who are individually enrolled in Medicaid can be added to an existing group using the "One-Page Group Provider Linking Application" to link their individual Medicaid ID with the group ID. If the rendering provider does not have a Medicaid ID (i.e. not individually enrolled) then a full group application must be submitted for an existing group with the individual provider listed on question 20; 2. There is no way to link individual rendering providers to 21st Century Groups

Group/Facility: Which enrollment application (s) do I need to submit?

A group / facility is required to submit a Full FFS Group or 21st Century Group application. Groups can have just one or more rendering providers, and may be **required to link them** during enrollment¹

	Full FFS Able to bill any BH services FFS + MCO services	“21st Century” (MCO Only) Able to bill Phase 1 MCO services only
Application	<div style="background-color: #f4a460; border-radius: 10px; padding: 10px; display: inline-block;"> Full FFS – Group/Facility¹ </div>	<div style="background-color: #1a2b4a; color: white; border-radius: 10px; padding: 10px; display: inline-block;"> 21st Century – Group¹ </div>
Requirements to link individuals with group	<p>New group List individual providers on Q20 of Group Application:</p> <ul style="list-style-type: none"> • All rendering providers • If “Group of 1,” list yourself using Type 1 NPI <p>Existing group Link additional rendering providers:</p> <ul style="list-style-type: none"> • With Medicaid ID: One Page Group Provider Linking form² • Without Medicaid ID: Q20 Group Application³ <p>Not required to list non-rendering providers (e.g., an unlicensed provider who practices under supervision)</p>	<p>Not linking through enrolment</p> <p>No way to link individual rendering providers to 21st Century Groups via enrollment process. Instead, linking occurs through the credentialing / contracting process – <i>discussed in part 2 of training</i></p>

1. Note if the group administrator is also the sole provider they will have file an individual application also; 2. The One-page group provider linking form (FD-23A) can only be used by groups when adding a provider who is already enrolled with Medicaid (i.e. has a Medicaid #), otherwise a full group application must be filed again for an existing group – can select existing group on form - with the individual provider listed on question 20; 3. Submit as existing group

Compile the relevant documents

A high-level, non-exhaustive summary of key documentation requirements is below, but providers are encouraged to review the application specific to your provider type

All applications

Not exhaustive

Information to compile:

- NPI – if you do not have an NPI, can create one via [NPPES](#)
- TIN (SSN or EIN)²
- License number
- Address

Forms:

- Disclosure of ownership and control interest statement¹
- Signature authorization form
- Provider agreement



Individual

- Copy of medical license, board certification and registrations, DEA drug permits
- Copy of VOID CHECK (for billing provider)

Group / Facility

- Copy of 147C or IRS CP-575
- Copy of license and certification (where applicable)
- Copy of VOID CHECK or Blank Letter (for billing provider)

Note: All providers enrolling in Medicaid must undergo a criminal history background check; Some providers/business owners must also undergo fingerprinting; you will be notified by the state if so

1. Not required for 21st Century Individual application; 2. Clinics do not require SSN

Medicaid enrollment demo

Annotated Enrollment templates can be found on DMAHS BH Integration [Stakeholder Information Website](#)

For Fiscal Agent Internal Use Only

Provider Name: _____
Doc Type: _____ Provider Type: _____ Provider Specialty: _____
Tax ID: _____ Social Security: _____
Provider Number: _____

STATE OF NEW JERSEY
DEPARTMENT OF HUMAN SERVICES
DIVISION OF MEDICAL ASSISTANCE AND HEALTH SERVICES

PHYSICIAN/GROUP (NJAC 10:54 et seq.)

Application package consists of:

1. Application Cover Letter
2. Request for National Provider Identifier (NPI) (required) - FD-453
3. Signature Authorization Form - PPE-39 *look for the form number at the bottom.*
4. Provider Start Date Form - FD-454A
5. Notice to all applicants
6. Group Practice Application - FD-23 *there are x number that are required to be returned*
7. Disclosure of Ownership and Control Interest Statement - FD-452 *see on FD-452 Disclosure of Ownership*
8. W-9 Tax Form (required)
9. Notice to Enrollee (documentation required) - FD-462
10. Affirmative Action Survey (optional) - FD-450
11. Authorization for Automatic Payments & Deposits (required) - FD-434
12. Agreement of Understanding - FD-435

In order to be an approved Physician Group, applicant must submit a completed application package including the following:

1. Copy of license from the N.J. State Board of Medical Examiners or comparable license from an out-of-state agency.
2. Copy of board certification or board eligibility letter for specialists. **SPECIALIST**, for purposes of the New Jersey Medicaid Program, means a fully licensed physician who:
 1. Is a diplomate of the appropriate American board, or Osteopathic board; or
 2. Is a fellow of the appropriate American specialty college, or a member of an Osteopathic specialty college; or
 3. Has been notified of admissibility to examination by the appropriate American board, or Osteopathic board, or has evidence of completion of an appropriate qualifying residency approved by either the American Medical Association, the Accreditation Council for Graduate Medical Education or American Osteopathic Association; or
 4. Holds an active staff appointment with specialty privileges in a voluntary or governmental hospital which is approved for training in the specialty in which the physician has privileges; or
 5. Is recognized in the community as a specialist by his peers."Specialist in family practice or general practice", for purposes of the New Jersey Medicaid Program, means a fully licensed physician who is a Diplomate of the American Board of Family Practice, or a Diplomate of the American Osteopathic Board of General Practice.
3. If applicable, copy of CLIA Certification for laboratory.
4. Copy of all DEA drug permits, if applicable.
5. If you are an entity, you are required to submit a copy of your 147C Letter from the IRS or a copy of the IRS 99-B7E form. If you are an individual provider, the enclosed W-9 Tax Form shall be used to validate your SSN. If there is a discrepancy, a copy of your Social Security Card may be requested by Gainwell Technologies.

Page 1 of 2

<https://www.njmmis.com/providerEnrollment.aspx>

Submit application to Gainwell to complete process

Compile your enrollment application



Application



Required documents



Email, fax, or mail to Gainwell – *only one*



njmmisproviderenrollment@
gainwelltechnologies.com



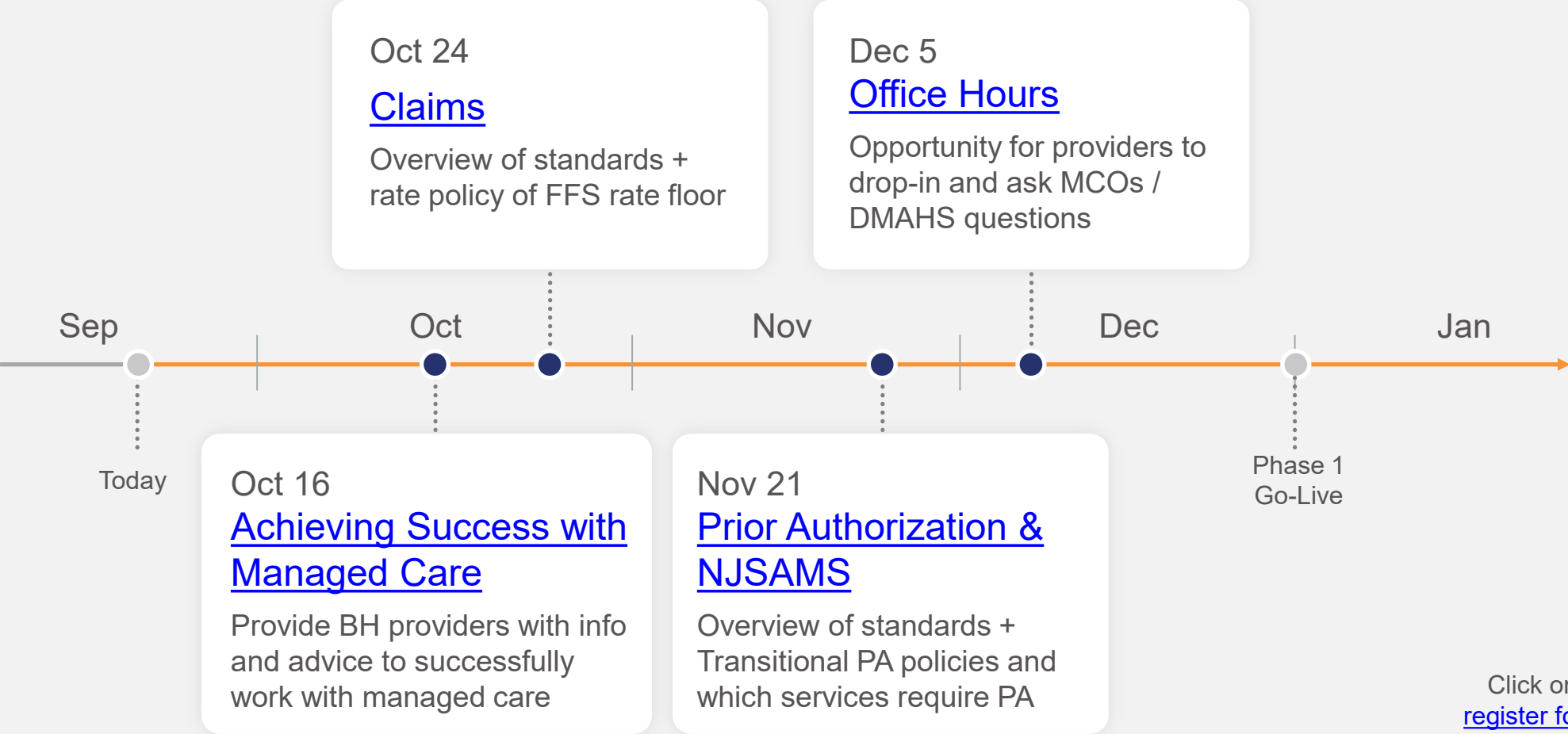
609-584-1192



Gainwell Technologies Provider
Enrollment P.O. Box 4804
Trenton, NJ 08650

Estimated processing time = 15 business days

Register for upcoming sessions



Click on [link to register for training](#)

Next steps and key contact information

Next steps

- 1 Review DMAHS Enrollment Guidance as part of forthcoming provider readiness packet
- 2 Reach out to DMAHS or Gainwell if you have any enrollment questions
- 3 Enroll in NJ Medicaid / NJFamilyCare



Contact information

DMAHS for general enrollment questions



Dmahs.behavioralhealth@dhs.nj.gov



[Behavioral Health Integration Stakeholder Information](#)

Gainwell for questions related to NJMMIS



609-588-6036



njmmisproviderenrollment@gainwelltechnologies.com



Questions





**We are taking a short break and
will be back at 10am ET**

1

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Credentialing

The process by which MCOs verify and assess the **qualifications, experience, and professional background** of healthcare providers who wish to join their network

Goals

- ☆ **Patient safety:** Ensure providers have the appropriate qualifications to deliver safe and effective care
- ☆ **Network adequacy:** Build and maintain a provider network to ensure members have adequate access to care
- ☆ **Monitoring:** Give MCOs and State visibility into the composition of the provider network

Contracting is different than credentialing

Credentialing

The process by which MCOs **verify and assess** the qualifications, experience, and professional background of healthcare providers who wish to join their network

Contracting

The process of establishing a **formal agreement** between the healthcare provider and the MCO, defining the **terms and conditions** under which the provider will **deliver healthcare services** to the MCO's members

Providers must contract with MCOs in addition to credentialing

- ☆ Horizon requires contracting before credentialing
- ☆ Other MCOs conduct processes simultaneously (Aetna, Fidelis, United¹, and WellPoint)
- ☆ Providers should work with contracting teams at each MCO to confirm and initiate contracting process

1. For United, facilities treated differently, and some require contracting before credentialing

New DMAHS contracting requirements improve credentialing for providers

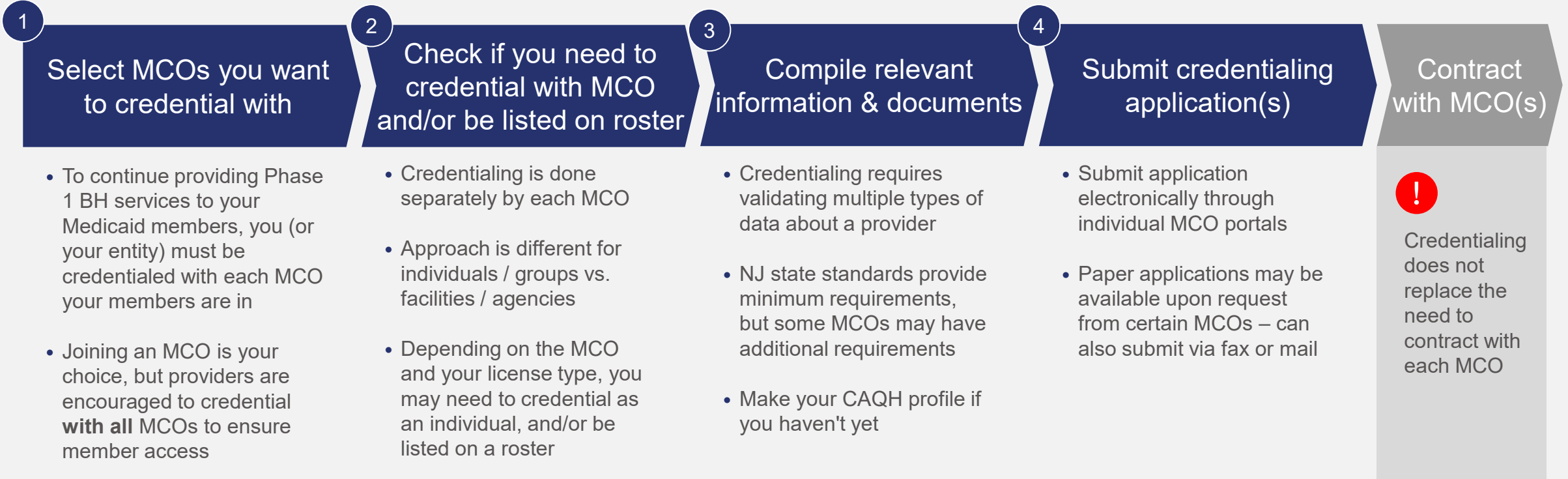


MCOs must process **complete credentialing applications within 60 days**, reduced from 90 days



MCOs must **integrate information from the third-party platform CAQH** into the credentialing process, reducing provider burden by streamlining data entry

Credentialing process: Four steps to credential



Questions we will answer today

? Who do I need to credential with?

? Do I need to credential individually and/or be listed on a roster?

? What information and documents will I be required to provide?

? How do I submit my application?

We encourage you to participate with all five MCOs to ensure member access

NJ requires all MCOs to attempt to **contract and credential with all active FFS providers providing Phase 1 services** ahead of go-live¹

Participation with all five is recommended, as members may change MCOs over time



Following provider types must credential and contract with all 5 MCOs²:

- Psychiatrists
- Advanced Practice Nurses (including Psychiatric Nurses)
- Physician Assistants
- Psychologists (including Neuropsychologists)
- Licensed Clinical Social Workers (LCSW)
- Licensed Marriage and Family Therapists (LMFT)
- Licensed Professional Counselors (LPC)
- Licensed Clinical Alcohol and Drug Counselors (LCADC)

1. Each MCOs may have different credentialing requirements depending on provider type; and you may not have to credential; MC Os need to set up single case agreements with any active FFS providers that they are unable to credential/contract for whatever reason; 2. Facilities are credentialed separately to individuals and are not credentialed by specialty

Credentialing is typically different for individuals / groups vs. facilities / agencies



Individuals / Groups



Licensed Facility / Agency

Who this applies to

- Independent practitioners and/or multiple providers practicing in a group practice

- A licensed healthcare location, such as a hospital, outpatient clinic or home health agency

Credentialing requirements

- Credential individually using Type 1 NPI

- Credential as an entity using Type 2 NPI – at Facility / Agency level

Rostering requirements

- Groups may be required to list licensed individuals and OBAT navigators on group roster

- May be required to list all licensed practitioners and peers on facility / agency roster

Network Directory

- Listed individually on MCO network directory

- Only Facility / Agency listed on MCO network directory. If individuals want or need to be listed, **must credential individually**

Compile the relevant information and documents

Not exhaustive

A high-level, non-exhaustive summary of information and documentation that must be submitted is below, but providers are encouraged to review the application specific to your provider type and the specific requirements of each MCO

NJ state standards require validation of (at a minimum):

- Licensing:** E.g., valid license to practice, data from licensing board
- Experience:** E.g., relevant degree, completion of residency/post-grad training as applicable
- Liability, sanctions and insurance:** E.g., professional liability claims history, malpractice insurance, past sanctions
- Provider health:** E.g., any physical/mental health condition that affects ability to provide care, history of SUD
- Attestations:** Completeness and correctness of application



Additional MCO requirements for Individual providers

- TIN/NPI
- Servicing location(s)
- Disclosure of ownership
- Special needs/Aged Blind or Disabled (ABD) form indicating experience with specialty populations
- Background check when applicable
- Americans with Disabilities Act (ADA) survey / attestation

Additional MCO requirements for Facility / Agency

- Americans with Disabilities Act (ADA) survey/attestation
- Certificate of facility insurance
- Copies of state license(s) for each service location
- Accreditations from an approved accrediting body
- Facility roster¹
- Background check when applicable

1. Roster requirements vary by MCO. Not all MCOs require rostering (e.g., Horizon)

Providers can use CAQH Data Portal to reduce administrative burden

New standards require MCOs to integrate CAQH

- CAQH Provider Portal allows providers to **create a profile**, storing information about provider education, work history, training, licenses, insurances, etc.
- NJ State recently introduced a standard requiring **all MCOs to accept CAQH** and to integrate information from CAQH into their credentialing processes
- Providers only need to enter this information once into CAQH to have it flow to all five MCOs

Note: Providers must grant **each MCO** access to their CAQH profile

Create your CAQH profile **now!**

The screenshot shows the CAQH Provider Data Portal interface. At the top left is the CAQH logo and 'PROVIDER DATA PORTAL'. A 'Help' button is in the top right. Below the header are navigation tabs: 'Provider' (selected), 'Provider Groups', 'Practice Managers', and 'Participating Organizations'. The main content area is titled 'Provider Data Portal' and 'Formerly CAQH ProView'. It contains a welcome message: 'Welcome to the CAQH Provider Data Portal formerly known as CAQH ProView. CAQH Provider Data Portal eliminates duplicative paperwork with organizations that require your professional and practice information for claims administration, credentialing, directory services, and more.' Below this is a sub-header 'Help reduce inquiries for your administrative information and save even more time by keeping your profile complete and up-to-date. Ensure that the healthcare organizations you authorize have instant access to accurate, timely information.' At the bottom of this section is a link: 'Sign in on the right to update your existing profile'. To the right is a 'Sign In' section with the text 'Check for CAQH ID'. It includes input fields for 'Username' (with a 'Forgot Username' link) and 'Password' (with a 'Forgot Password' link). There is a 'Remember me' checkbox and a blue 'Sign In' button at the bottom.

Visit the [CAQH Registration Portal](#)

For more info, review [CAQH Provider User Guide](#)

All providers, except physicians, must submit separate applications to each MCO

To apply, visit each MCO provider portal or website



[Aetna link](#)



[Fidelis link](#)



[Horizon link](#)



[UHC link](#)



[WellPoint link](#)

Paper applications for each MCO can be requested from the MCO website or MCO credentialing representative

For submission requirements, please refer to each MCO

Exception: Physicians

Physicians have the option to submit a single application that can be used across all five MCOs.

[NJ Universal Physician Credentialing Form Link](#)

Note: Physicians can still choose to submit separate applications through each MCO portal

MCO Round Robin



4 mins x 5 MCOs

- Introduce credentialing team
- Overview of MCO specific processes
- Share training information / additional resources



Aetna Better Health of NJ (ABH NJ)



Tahnee Garay
Director, Regulatory Affairs

ABH NJ | Meet our Contracting & Credentialing Team



Angelica Miranda



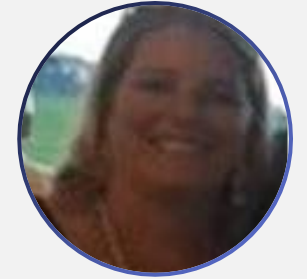
Kim Lees



June Delina-
Parkes



Bree Lange



Jessica Barbale

- Contracting
- Recruitment
- Project Management

- Credentialing
- Primary Source Verification
- Document Validation

ABHNJ | Overview of our contracting and credentialing process

How to Join our Network

1. Please email a Letter of Intent and W9 to one of our dedicated ABHNJ Network team at:
 - Angelica Miranda: mirandaa2@aetna.com
 - Kimberly Lees: LeesK1@aetna.com
 - June-Delina Parkes: parkesj@aetna.com
2. ABHNJ Network Team Emails Provider the application and templates:
 - Individual/Group billing on CMS 1500 or Facility billing UB04
3. Providers submits via email the completed credentialing documentation package:

Application	Disclosure Statement	Certificate of Insurance	Employment Attestation
W9 Form	Business License	Special Needs Survey	Provider Roster (if applicable)

Requirements

- All licensed Behavioral Health providers require contracting and credentialing
- Any Behavioral Health Provider that will be billing, listed in the Provider Directory, or rendering services to ABHNJ Members must be listed on the roster
- Background checks are per State requirements

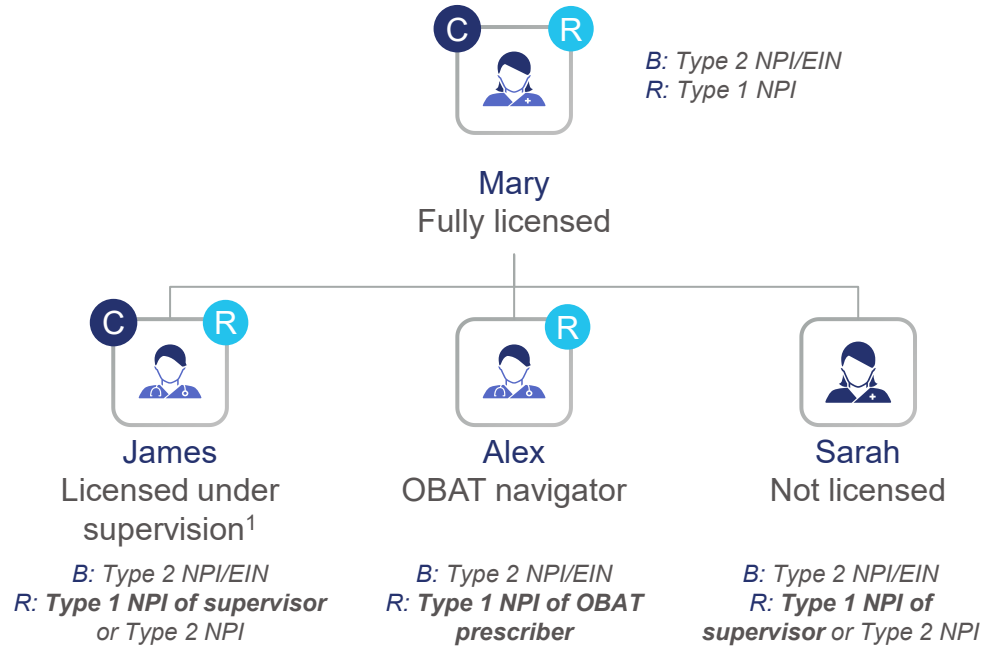
Timing

- ABHNJ conducts the credentialing and contracting process simultaneously
- Upon receipt of a clean package, the full contracting and credentialing process takes approximately 60 days for completion

ABHNJ | Credentialing and rostering requirements



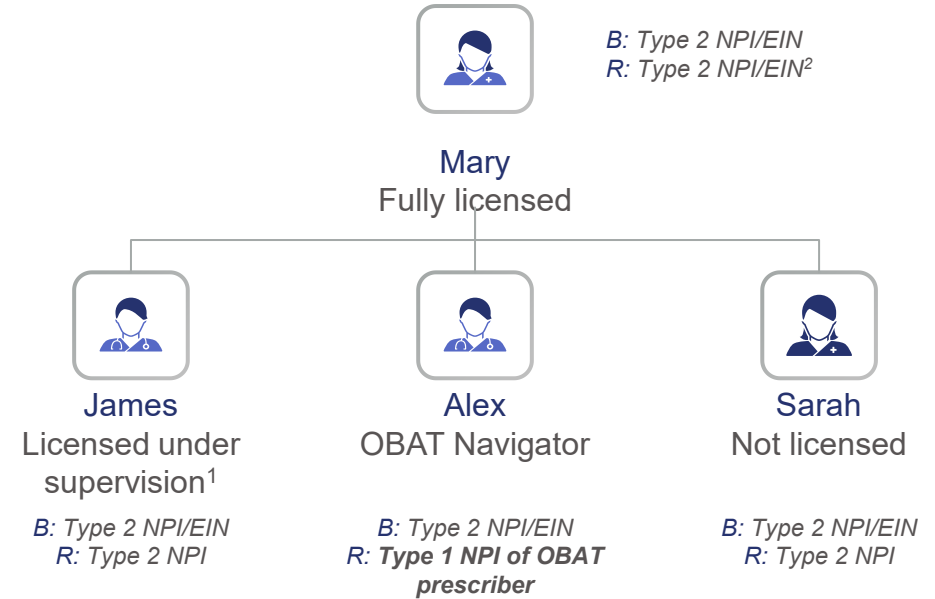
Individuals / Group



- Require licensed practitioners (including licensed under supervision) to individually credential
- Providers without full license can submit claims with supervisor or group as rendering provider; supervisor is preferred
- Must include fully licensed, licensed under supervision and OBAT navigators on group roster



Licensed Facility / Agency



- Credential at the Facility/Agency level; do not credential individually
- If billing with CMS 1500, use Facility Type 2 NPI as rendering; however, UB04 billing is preferred
- No rostering of individuals associated with facility/agency
- Only facility/agency shown in network directory; individuals only shown if they are individually credentialed

1. For BH this includes Licensed Social Workers (LSW), Licensed Associate Counselors (LAC), and Licensed Associate Marriage and Family Therapists (LAMFT); 2. Some facility contract alignments allow for Type 1 NPI providers to bill as rendering on facility claims. Check your specific contract or with contract manager for this information



Organization credentialed



Individually credentialed



Listed on roster

ABH NJ | Upcoming trainings and resources

Upcoming trainings

Behavioral Health Provider training geared towards the BH Carve-in commences at **12:00 pm EST** as follows:

- Wednesday, October 9, 2024
- Wednesday, October 23, 2024
- Wednesday, November 6, 2024
- Wednesday, November 20, 2024
- Wednesday, December 11, 2024
- Wednesday, January 15, 2025

To register, please submit via this registration link: [BH Training Registration](#)

Additional resources

- [Join Our Provider Network | Aetna Medicaid New Jersey \(aetnabetterhealth.com\)](#)
- [ABH NJ Provider Quick Reference Guide](#)
- [ABH NJ Provider Manual](#)
- [ABH NJ Provider Training & Orientation](#)



FIDELIS CARE®



Kate Mignone

Supervisor, Contract Support

Fidelis Care NJ | Meet our credentialing team



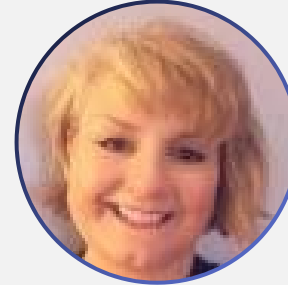
Joel Scott
Sr. Director, Business Ops

- Provider Data Enrollment & Credentialing



Nicole Ferguson
Sr. Manager

- Credentialing & Re-Credentialing



Tina Launhardt
Sr. Manager

- Quality, Compliance, On-going Monitoring & Audit



Christina Hesser
Manager

- Quality, Credentialing Committee, Policies & Procedures, Audit

Fidelis Care NJ | Overview of our credentialing process

How to apply

- To join our network, complete this form: [Become a Provider \(fideliscarenj.com\)](https://www.fideliscarenj.com/become-a-provider)
- Credentialing takes **15 days & under** for clean files
- Providers can **submit all application** & credentialing items to Evelyn.Mora@fideliscarenj.com or Michael.Czajkowski@fideliscarenj.com; or to our corporate email (for re-credentialing): facilitycred@centene.com

Requirements for credentialing and listing providers on roster

- We require **all Licensed Behavioral Health Practitioners** to credential with us, unless they are hospital based or practitioners who practice exclusively in free standing facilities and provide care to our members only because they are directed to that facility. These practitioners are suppressed from our Directory.
- We accept **CAQH for individuals & Ancillary Application for facilities**.
- For a copy of our roster template, please email Evelyn.Mora@fideliscarenj.com or Michael.Czajkowski@fideliscare.com .

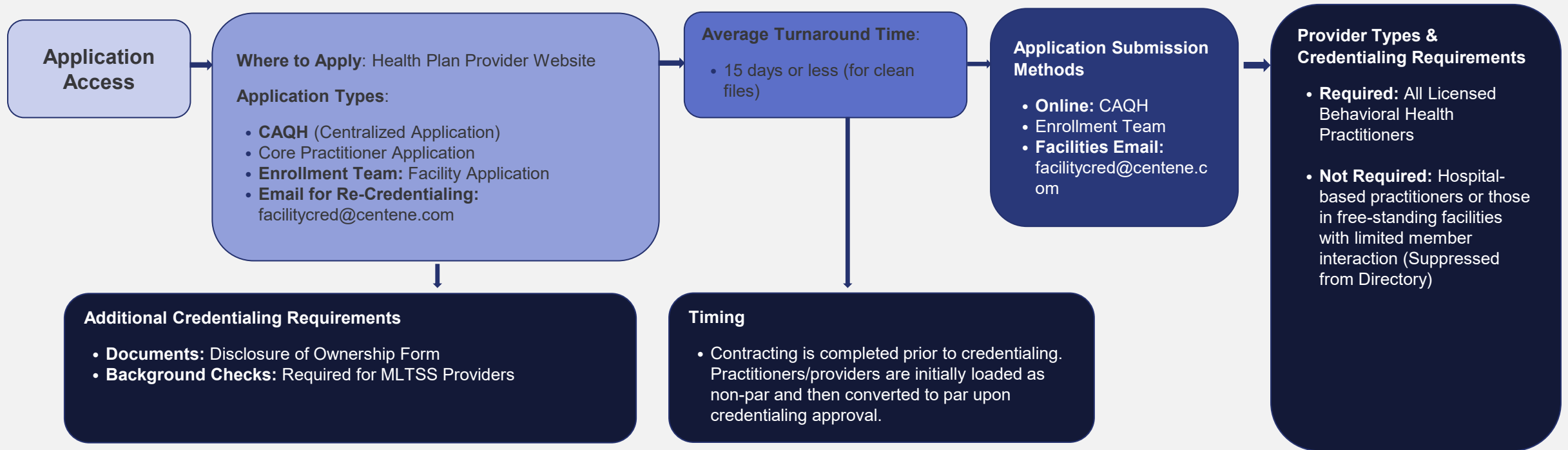
Documentation & background checks

- In addition to documentation required by the State, we also require a **completed Disclosure of Ownership Form**
- We require **background checks for MLTSS Providers**

Contracting

- Contracting is done prior to credentialing-our practitioners and providers are loaded as non-par and flipped to par as soon as credentialing has been completed and approved.
- Once the fully executed contracted is signed via ADOBE by the provider and Fidelis Care CEO, it is sent with the credentialing packet

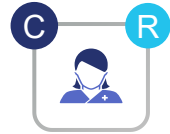
Credentialing Overview



Fidelis Care NJ | Credentialing and rostering requirements



Individuals / Group



*B: Type 2 NPI/EIN
R: Type 1 NPI*

Mary
Fully licensed



James
Licensed under
supervision¹

*B: Type 2 NPI/EIN
R: Type 1 NPI of supervisor*



Alex
OBAT navigator

*B: Type 2 NPI/EIN
R: Type 1 NPI of OBAT
prescriber*



Sarah
Not licensed

*B: Type 2 NPI/EIN
R: Type 1 NPI of supervisor*

- No credentialing at the group level; only contracting as a group
- All fully licensed practitioners required to individually credential whether practicing independently or in a group
- Do not require credentialing or rostering of individuals licensed to practice under supervision
- Only group and fully licensed practitioners shown in network directory



Licensed Facility / Agency



*B: Type 2 NPI/EIN
R: Type 2 NPI*

Mary
Fully licensed



James
Licensed under
supervision¹

*B: Type 2 NPI/EIN
R: Type 2 NPI*



Alex
Peers

*B: Type 2 NPI/EIN
R: Type 2 NPI*



Sarah
Not licensed

*B: Type 2 NPI/EIN
R: Type 2 NPI*

- Credential at facility/agency level by location using ancillary application
- Facility/agency must hold state license (although some exceptions)
- Fully licensed practitioners and Peers must be included on roster; and may simultaneously be on a group roster
- Only facility/agency shown in network directory; Individuals will be shown only if credentialed separately

1. For BH this includes Licensed Social Workers (LSW), Licensed Associate Counselors (LAC), and Licensed Associate Marriage and Family Therapists (LAMFT), Licensed Alcohol Drug Counselor Assistant (LADC-A)



Organization credentialed



Individually credentialed



Listed on roster

Fidelis Care NJ | Upcoming trainings and resources

Upcoming trainings

Nov 7 10:00 AM	Behavioral Health Integration Overview	Par & Non Par BH Providers	(Join Meeting)
Nov 26 4:00 PM	Behavioral Health Integration Overview	Par & Non Par BH Providers	(Join Meeting)
Dec 5 9:00 AM	Behavioral Health Integration Overview	Par & Non Par BH Providers	(Join Meeting)
Dec 16 3:00 PM	Behavioral Health Integration Overview	Par & Non Par BH Providers	(Join Meeting)
Jan 7 10:00 AM	Behavioral Health Integration Overview	Par & Non Par BH Providers	(Join Meeting)
Jan 30 3:30 PM	Behavioral Health Integration Overview	Par & Non Par BH Providers	(Join Meeting)

Additional resources

Fidelis Care NJ BH Team:

- Provider Network Specialist: Melanny.Zerna@fideliscarenj.com
- Contract Negotiator II: Evelyn.Mora@fideliscarenj.com
- Contract Negotiator I: Michael.Czajkowski@fideliscarenj.com
- Supervisor, Contract Support: Katelyn.R.Mignone@fideliscarenj.com
- Snr Dir, Population Health & Clinical Ops: Lisa.Dolmatz@fideliscarenj.com
- Manager, Behavioral Health: David.Houston@fideliscarenj.com

For further information on credentialing with us, please contact the corporate team:

- Jessica Torres, Initial Credentialing Manager: jessica.e.torres@centene.com
- Stephen Johnson, Re-Credentialing Manager: stephen.johnson@centene.com
- Recredentialing: recred-corporate@centene.com

Links:

- [Fidelis Care Provider Manual](#)
- [Fidelis Care Quick Reference Guide](#)
- [New Provider Portal Training](#)
- [Behavioral Health Virtual Provider Training](#)
- [Provider Portal](#)



Lauren Woods
Manager, BH Network

Horizon NJ Health | Meet our credentialing team



Lucia Buongiorno
Network Executive II

- Team's responsibilities include collection and review of practitioner applications and supporting documents.



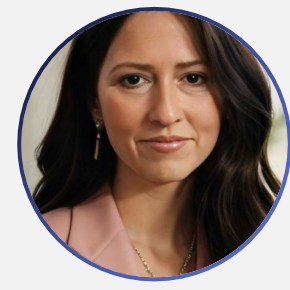
Jill Volarich
Network Executive

- Completion of Primary Source Verification of practitioner and ancillary applications



Denise Mizell
Director, BH Network

- Oversight for overall management/adequacy of BH network
- Assure coordination between network management and network operations to support timely credentialing of practitioners and providers.



Lauren Woods
Manager, BH Network

- Oversight of Recruitment and Provider Education on Credentialing and Contracting processes

Horizon NJ Health | Overview of our credentialing process

How to apply

- Information on the credentialing process can be located on our website at: <https://www.horizonblue.com/providers/why-join/join-our-networks>
- Practitioners can submit applications through our online **enrollment tool or via postal mail**. We accept CAQH applications or the NJ Universal Physician Application
- Licensed agencies being credentialed as an ancillary facility submit applications directly to their [Ancillary Contracting Specialist](#)
- The credentialing process can take **up to 60 days** from the date we receive a complete application

Requirements for credentialing and listing providers on roster

- If billing through a group or private practice, each practitioner must complete the credentialing process
- All professional providers complete the same credentialing application, regardless of specialty
- All licensed agencies being credentialed as ancillary facilities complete the same application, regardless of licensed services.
- Horizon does not require roster submissions for providers

Documentation & background checks

- No additional documentation is required above the State's requirements
- Background checks are not required

Contracting

- Signed contracts are required to be submitted with credentialing applications for both professional and facility participation.
- The effective date is the 1st of the month following the completion of credentialing
- Practitioners who have a private practice should submit an individual agreement. Groups should submit a group agreement and ancillary (licensed agencies) will be contracted through a facility agreement

Horizon NJ Health | Credentialing and rostering requirements



Individuals / Group



B: Type 2 NPI/EIN or Type 1 NPI/SSN
R: Type 1 NPI

Mary
Fully licensed



James

Licensed under supervision¹

Supervised billing not permitted



Alex

OBAT navigator

B: Type 2 NPI/EIN
R: Type 1 NPI of supervisor



Sarah

Not licensed

Supervised billing not permitted

- No credentialing at the group level; only contracting as a group
- All fully licensed practitioners required to individually credentialled whether practicing independently or in a group
- Supervised billing not permitted for groups
- OBAT navigators require attestation during contracting or after
- Only fully licensed practitioners shown in network directory



Licensed Facility / Agency



B: Type 2 NPI/EIN
R: Type 2 NPI

Mary
Fully licensed



James

Licensed under supervision¹

B: Type 2 NPI/EIN
R: Type 2 NPI



Alex

Peers

B: Type 2 NPI/EIN
R: Type 2 NPI



Sarah

Not licensed

B: Type 2 NPI/EIN
R: Type 2 NPI

- Credential at facility/agency level by location using ancillary application
- Facility/agency requires appropriate license based on level of care (e.g., NJ state license) in order to credential
- No rostering of individuals
- Only facility/agency shown in network directory; Horizon may reach out to facility/agencies in special circumstances to list individuals

1. For BH this includes Licensed Social Workers (LSW), Licensed Associate Counselors (LAC), and Licensed Associate Marriage and Family Therapists (LAMFT), Licensed Alcohol Drug Counselor Assistant (LADC-A)



Organization credentialled



Individually credentialled



Listed on roster

Horizon NJ Health | Upcoming trainings and resources

Upcoming trainings

BH Medicaid Carve In Credentialing and Contracting Process

Overview of covered benefits, credentialing process, Horizon NJ Health participation

BH Medicaid Carve In Training

Overview of covered benefits, claims submissions and other helpful resources

When	Training Topic	Target Audience	Link
10/9/2024; 3:00pm	BH Medicaid Carve In Credentialing and Contracting Process	Professional	Register
		Ancillary	Register
10/29/2024; 10:00am	BH Medicaid Carve In Credentialing and Contracting Process	Professional	Register
		Ancillary	Register
11/7/2024; 2:00pm	BH Medicaid Carve In Training	Professional	Register
		Ancillary	Register
11/19/2024; 11:00am	BH Medicaid Carve In Training	Professional	Register
		Ancillary	Register
12/11/2024; 11:00am	BH Medicaid Carve In Training	Professional	Register
		Ancillary	Register
12/17/2024; 1:00pm	BH Medicaid Carve In Training	Professional	Register
		Ancillary	Register
1/8/2025; 10:00am	BH Medicaid Carve In Training	Professional	Register
		Ancillary	Register
1/16/2025; 3:00pm	BH Medicaid Carve In Training	Professional	Register
		Ancillary	Register

Additional resources

For further information on credentialing with us, please contact:

BHMedicaid@horizonblue.com

Links:

- [Credentialing Application Link](#)
- [HNJH Provider Manual](#)
- [HNJH Quick Reference Guide](#)
- [New Provider Orientation](#)



Scheanell Holland
NJ Network Manager

UnitedHealthcare | Meet our credentialing team



Scheanell Holland
NJ Network Manager



Kraig Guarino



Christine Gosdzinski



Alicia Muellner

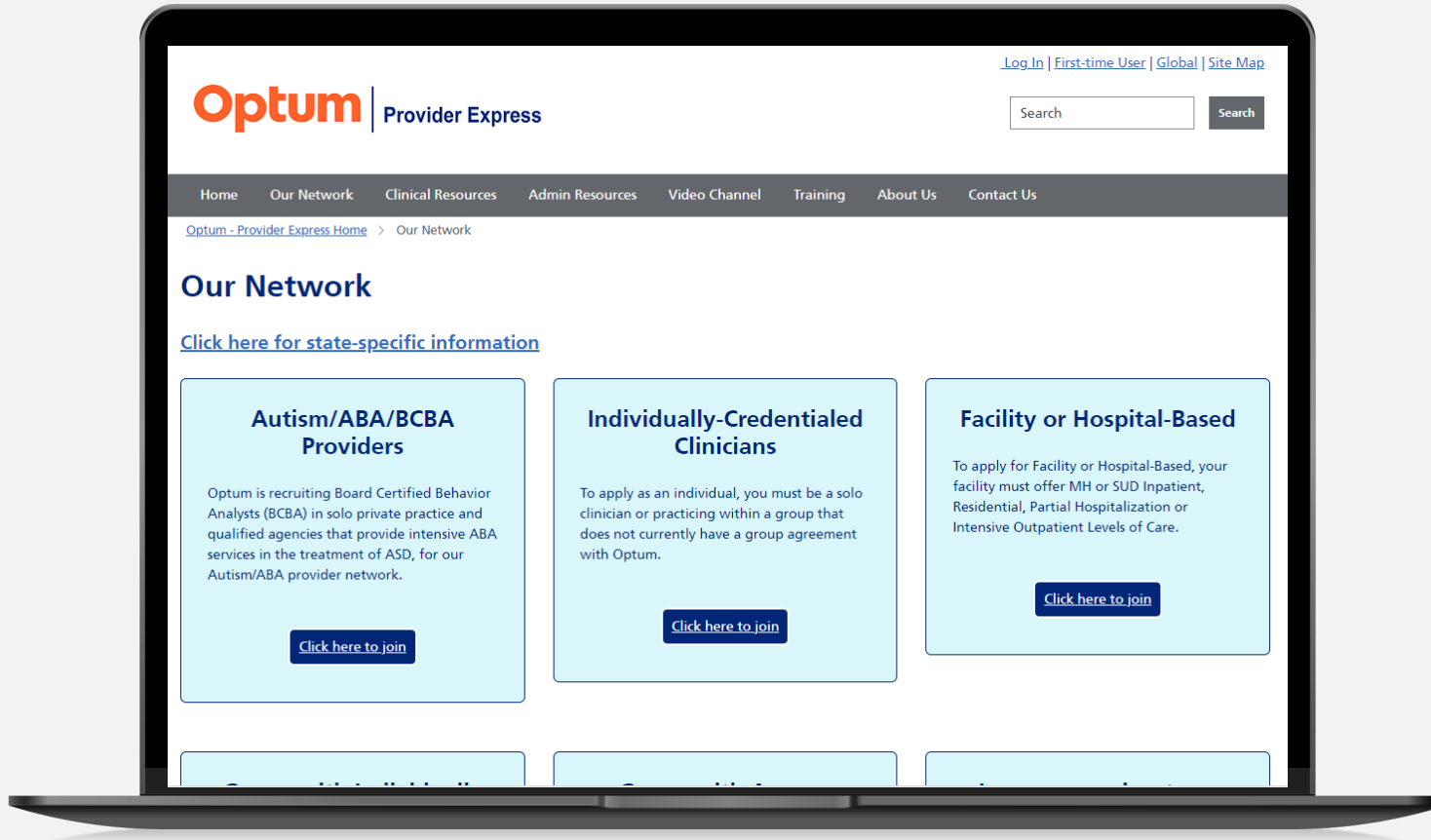


Kim Harberts

Contracting
(Facility and Outpatient)

Credentialing

UnitedHealthcare | Credentialing – providerexpress.com



- Online credentialing requests
 - Specific application link for each provider type; Facility, Agency, Group, Clinician
 - License type determines application, credentialing, and roster requirements
 - NJ Contractual TAT of 60 days
-
- CAQH profile required
 - Documentation – Follow state standards & compliant with disclosure of ownership form (DOO)
-
- Roster template found at: [Optum Forms \(providerexpress.com\)](https://providerexpress.com)
 - Dedicated NJ Advocate support

UnitedHealthcare | Credentialing and rostering requirements



Individuals / Group



B: Type 2 NPI/EIN
R: Type 1 NPI

Mary
Fully licensed



James
Licensed under
supervision¹

B: Type 2 NPI/EIN
R: Type 1 NPI of
supervisor



Alex
OBAT navigator

B: Type 2 NPI/EIN
R: Type 1 NPI of OBAT
prescriber



Sarah
Not licensed

B: Type 2 NPI/EIN
R: Type 1 NPI of
supervisor

- No credentialing at the group level; only contracting as a group
- Separate applications for individual clinicians and groups
- All fully licensed practitioners must individually credential
- Only fully licensed practitioners are listed on roster
- For groups, billing under Type 2 NPI with EIN of group



Licensed Facility / Agency



B: Type 2 NPI/EIN or Type 1/EIN
R: Type 1 NPI

Mary
Fully licensed



James
Licensed under
supervision¹

B: Type 2 NPI/EIN
R: Type 2 NPI/EIN



Alex
Peers

B: Type 2 NPI/EIN
R: Type 2 NPI/EIN



Sarah
Not licensed

B: Type 2 NPI/EIN
R: Type 2 NPI/EIN

- Different applications for facilities vs. agencies / clinics
- "Facility" must offer MH or SUD inpatient, residential, SUD IOP, SUD partial, or ambulatory withdrawal management
- "Agency / clinic" includes Community Mental Health Centers (CMHCs), Opioid Treatment Program (OTP), and licensed outpatient agencies

1. For BH this includes Licensed Social Workers (LSW), Licensed Associate Counselors (LAC), and Licensed Associate Marriage and Family Therapists (LAMFT), Licensed Alcohol Drug Counselor Assistant (LADC-A)

UnitedHealthcare | Upcoming trainings and resources

Upcoming training

When	Link	Training Topic	Audience
2024		Provider Orientation	
• Nov 6, 10:00-11:00am	Register	Topics include NJ behavioral health benefit design, credentialing, clinical and utilization requirements, case management, billing & claims, appeals, Provider portals	Behavioral health providers
• Nov 19, 1:00-2:00pm	Register		
• Dec 3, 2:00-3:00 pm	Register		
• Dec 19, 11:00-12:00pm	Register		
• 2025			
• Jan 7, 10:00-11:00am	Register		
• Jan 15, 2:00- 3:00pm	Register		

Additional resources

For further information on credentialing with us, please contact:

Scheanell Holland, Manager

1-877-614-0484

Njnetworkmanagement@optum.com

Links:

- Credentialing application: [Our Network \(providerexpress.com\)](https://providerexpress.com)
- Provider Manual: [New Jersey Medicaid Provider Network Manual Addendum \(providerexpress.com\)](https://providerexpress.com)
- Quick Reference Guide: [Behavioral Health Quick Reference Guide \(providerexpress.com\)](https://providerexpress.com)
- New Provider Orientation: [NJ Medicaid Mental Health and Substance Abuse Provider Training 2024 \(providerexpress.com\)](https://providerexpress.com)



Erin Blackwood
Credentialing Manager, CPCS

Wellpoint | Meet our Contracting/ Credentialing team



Maribel Rivera-Grant,
Director Network Management

- Network Contracting
- Network Recruitment



Michael Juros
Provider Network Manager Sr.

- Network Contracting
- Network Recruitment



Erin Blackwood
Credentialing Manager, CPCS

- Network Credentialing
- Network
Recredentialing



Amy Daversa
Credentialing Director

- Network Credentialing
- Network
Recredentialing

Wellpoint | Overview of our credentialing process

How to apply

- Providers can access our credentialing applications [here](#):
 - [Solo and Group Practitioners](#)
 - [Facility agreements](#) submit via email or fax;
- Our processing time is aligned with State guidance.
- Providers can submit their application online (preferred). Fax & e-mail available as needed.

Requirements for credentialing and listing providers on roster

- Credentialing is required for solo and group-based providers who are licensed to practice independently, BCBA's as well as licensed freestanding Behavioral Health Facilities.
- Facility based providers are required to be listed on facility roster
- Providers practicing under individual, or group contracts require credentialing. However, if they also practice as a facility-based provider, in a different setting, they will need to be credentialed and rostered.
- We have different requirements for individuals/groups vs. facilities. Groups are contracted but not credentialed. The individuals practicing within the group are credentialed.
- Roster templates can be found on our website under [forms and guides](#)

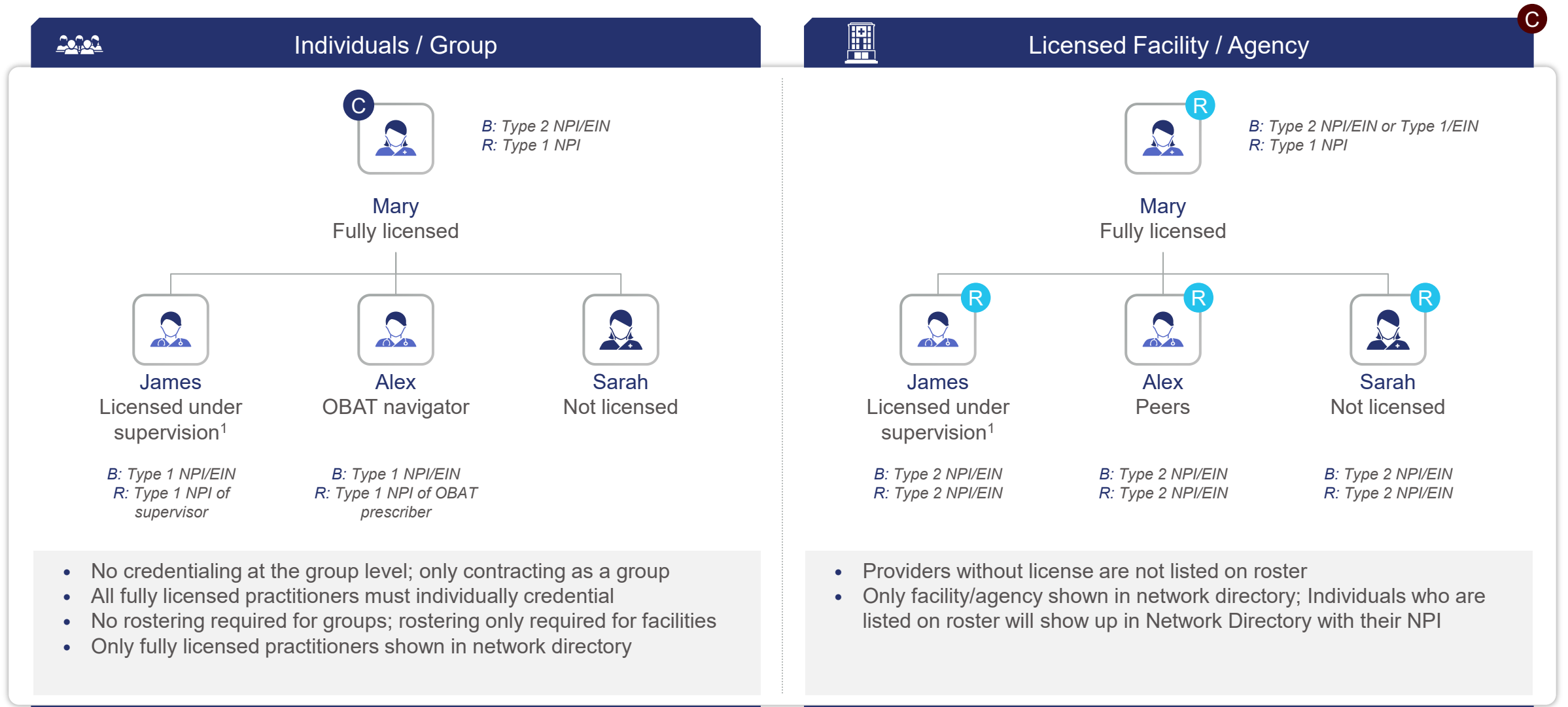
Documentation & background checks

- Our credentialing documentation requirements align with state and NCQA standards
- No additional Wellpoint or Carelon required background checks are required

Contracting

- Contracting is executed in parallel with the credentialing process.
- Wellpoint contracts at the TIN level. This includes credentialed and non-credentialed providers.
- Our contracting process takes 45 days on average

Wellpoint | Credentialing and rostering requirements



1. For BH this includes Licensed Social Workers (LSW), Licensed Associate Counselors (LAC), and Licensed Associate Marriage and Family Therapists (LAMFT), Licensed Alcohol Drug Counselor Assistant (LADC-A)

Wellpoint | Upcoming trainings and resources

Upcoming trainings

Date	Time	Topic	Link
November 20	11 AM		
December 12	3 PM		
December 16	3 PM	NJ Medicaid Carve- in Provider Orienta- tion	Registration Link
December 18	11 AM		
January 14	11 AM		
January 23	2 PM		

Additional resources

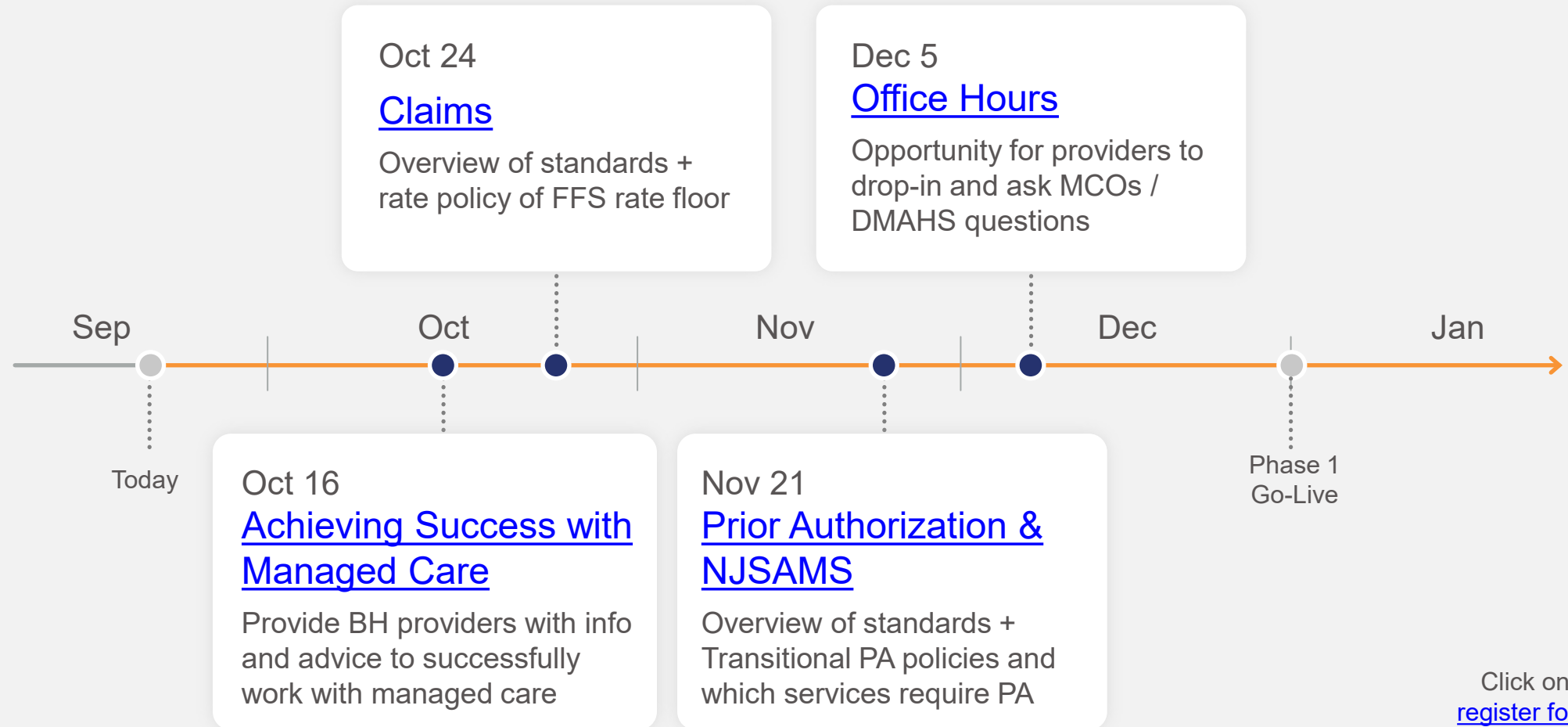
For further information on credentialing and contracting with us, please contact:

Carelon BH Provider Relations
NPSSL National Provider Service Line
1-800-397-1630
provider.relations.NJ@carelon.com

Links:

- [Credentialing application](#)
- [MCO Provider Manual](#)
- [MCO Quick Reference Guide](#)
- [Provider Forms and Guides](#)
- [WellPoint NJ Medicaid](#)

A reminder of upcoming trainings



Click on [link to register for training](#)

Next steps and key contact information

Next steps

- 1 Review DMAHS Credentialing Guidance as part of forthcoming provider readiness packet
- 2 Reach out if you have any questions
- 3 Enroll in NJ Medicaid / NJFamilyCare - *if you haven't done so*
- 4 Credential with MCOs to ensure continuity of care for your members



DMAHS contacts



Dmahs.behavioralhealth@dhs.nj.gov



[Department of Human Services | Behavioral Health Integration Stakeholder Information](#)



Q&A


DMAHS or general credentialing
questions



Reference information

Appendix

Behavioral Health Integration provider training schedule

Date	Training Topic	Target audience	Link
Sep 25 9-11AM	 Enrollment & Credentialing Two-part training that provides 1) an overview and live demo of NJ FamilyCare’s Medicaid enrollment process, and 2) an overview of Managed Care Organizations (MCOs) credentialing standards and high-level process across MCOs; MCOs will introduce their teams, process, resources, and upcoming trainings	Behavioral health providers new to Medicaid and/or who have not credentialed with all 5 MCOs	(Recording)
Oct 16 9:30-11AM	Achieving Success with Managed Care This forum offers providers insight and advice about what it takes to be successful working with managed care and an opportunity to ask experienced providers "what they wish they knew" about managed care	Behavioral health providers looking to learn more about managed care	(Register)
Oct 24 9-10:30AM	Claims This session will focus on processes and policies to submit claims and be reimbursed by MCOs. The training will cover topics such as billing codes, submission process, clean claims and common errors, and appeals	Behavioral health providers looking to better understand claims & billing for BH services	(Register)
Nov 21 9-10:30AM	Prior Authorization & NJSAMS¹ This session will focus on the requirements and processes for prior authorization of BH services through MCOs, including which services require prior authorization, required fields, and submission and approval processes. The training will also include a walkthrough of NJSAMS, the system used for SUD prior authorization	Behavioral health providers seeking to better understand prior authorization and NJSAMS for BH services	(Register)
Dec 5 2-4PM	Office Hours An opportunity for providers to drop-in and ask DMAHS and MCOs any remaining questions on any topic before Phase 1 go-live	All behavioral health providers	(Register)

 Completed

1. NJ Substance Abuse Monitoring System; 2. <https://www.nj.gov/humanservices/dmhas/information/stakeholder/index.html>; Note: Passcode may not be required

