



PRMMIS

Provider Effective/End Date	Policy No.:	PRMMIS – PRV-0003
	Classification:	Provider Enrollment
	Approving Authority:	Caleb Colón
	Effective Date:	04/06/20
	Supersedes:	New
	Last Change:	N/A
	Mandate Review:	Annually – TBD

PURPOSE: The purpose of this policy is to establish the effective and end date of an in-state provider enrollment record.

Acronym/Term	Definition
CHIP	Children's Health Insurance Program
MAO	Medicare Advantage Organization
MCO	Managed Care Organization
ORP	Ordering, Referring, and Prescribing
PEU	Provider Enrollment Unit
PRMMIS	Puerto Rico Medicaid Management Information System
PRMP	Puerto Rico Medicaid Program

SCOPE

All references to the Puerto Rico Medicaid Program (PRMP) in this policy are inclusive of Children’s Health Insurance Program (CHIP). This policy covers all providers enrolling in the PRMP. This includes participating providers; ordering, referring, and prescribing (ORP) providers; and providers who are enrolling for the purposes of collecting encounter data for services not covered by the Medicaid State Plan but that are covered by the Managed Care Organization (MCO)/Medicare Advantage Organization (MAO) (e.g., Home Health Agency and Non-Emergency Transportation services). This policy excludes out-of-state providers. Please refer to the Out-of-State Policy for information on effective and end dates for out-of-state providers.

POLICY

Effective Date

The effective date of a provider's enrollment will be the date the PRMP receives the complete and accurate enrollment application. An application is considered complete when all required information has been accurately submitted, all supplemental documents have been received by the PRMP, and all criteria have been met.

Effective Date Backdating or Postdating

Upon request from the provider, the effective date of a provider enrollment record may be backdated up to 90 days prior to the receipt of the completed application and/or postdated up to 90 days, so long as the licensure is in effect for the entire timeframe requested.



End Date

The end date of the provider’s enrollment will be 3 years from the enrollment effective date.

Home Health Agencies and Durable Medical Equipment Providers

Home Health Agencies and Durable Medical Equipment providers are required to be enrolled in Medicare as a condition of Medicaid enrollment. Therefore; the Medicaid effective and end dates must not overlap a period of non-Medicare enrollment.

Note: PRMP will review the timeframe for revalidation 2 years post Go-Live of provider enrollment functionality and may extend the provider agreement up to a total of 5 years for all or certain provider types. If this is the case, the end date of enrollment will be extended based upon the revised revalidation timeframe.

REFERENCE

Key Decision P2-KD00011

CHANGE HISTORY

Date	Version	Change Details	Owner/Approver	Date of MMIS Mgr Approval
05/03/19	1.0	New Policy	Caleb Colon	05/03/19