



**Using the Monthly Texas Medicaid Provider
Procedures Manual (TMPPM) Frequently
Asked Questions (FAQ)**



1) When is the TMPPM updated?

Updates to the TMPPM coincide with policies that are effective at the beginning of every month. These updates are published on the last business day of each month. For example, policies that become effective on March 1 will be reflected in the TMPPM published on the last day of February. The TMPPM is current at the time it is published.

2) How much of the manual changes each month?

Typically, only a small portion of the manual changes each month.

3) What if there are changes before the next TMPPM is published?

Changes that will become effective before the next manual is published are announced on the TMHP website. To keep up with these changes, check the [homepage](#) often for articles that might be relevant to your practice. Providers are responsible for changes announced on the TMHP website that have not yet made it into the TMPPM.

Policy changes are typically announced 45 days in advance of implementation. Announcements about policy changes older than 14 days are recorded in the [news archives](#).

4) How is the manual published?

The manual is published as a PDF and an HTML file.

5) How are changes marked?

To help providers locate specifically what has changed in a file, TMHP marks the subsection heading in red and adds an asterisk (*) to the front of the heading as an additional visual clue. Providers can easily locate the marked subsections in a file by checking the Table of Contents for the file. The bookmarks of PDF files are also marked for changed subsections.

Within the changed subsections, changes are indicated as follows:

- If a paragraph has insertions, deletions, or replacements, the entire paragraph is marked in red.
- If a table has deletions, the table heading is marked in red. If the table has subheadings, the subheading that has the deletion is marked in red.
- Deleted paragraphs are not indicated because to do so would affect page numbers. However, the subsection heading in which the deletion occurred is marked.
- Deleted subsections are also not indicated for the same reason; the next higher subsection heading is marked.

The red markings and asterisks are removed each month after publication so that only the new changes will appear in the next month's edition of the manual.

6) Are there additional resources?

TMHP publishes monthly [Release Notes](#) to indicate which files have changed and the nature of the changes. The Release Notes provide links to previous announcements about changes. For the small number of changes not previously announced, the Release Notes indicate and explain the changes.

7) Can I still see previously published manuals?

Yes, TMHP also publishes a Change History. The [Change History](#) includes all of the files with changes that have been published since 2012. Some files, such as the Children’s Services Handbook, change monthly; other files change less frequently.