



Case Management for Children and Pregnant Women Services

Provider Enrollment in Texas Medicaid with TMHP

Quick Reference Guide

This document is produced by TMHP Training Services. Contents are current as of the time of publishing and are subject to change. Providers should always refer to the TMHP website for current and authoritative information.



TEXAS MEDICAID & HEALTHCARE PARTNERSHIP
A STATE MEDICAID CONTRACTOR

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About

This Quick Reference Guide (QRG) provides information for providers about the process to enroll in Texas Medicaid through Texas Medicaid & Healthcare Partnership (TMHP) to provide authorized Medicaid Case Management for Children and Pregnant Women (CPW) services.

For CPW provider enrollment steps, refer to the “[Instructions for Providers to Enroll as a CPW Provider with Texas Medicaid with TMHP](#)” section, including [Pre-Enrollment Steps](#). Providers may also refer to the general [TMHP Step-by-Step-Guide for Provider Enrollment](#) page.

Other helpful concepts and tips for providers, once enrolled as a CPW provider, are also included in this QRG. For example, a CPW provider may need to contract and credential with Medicaid managed care organizations (MCOs) after successful Medicaid enrollment through TMHP. A CPW provider should consult the [Texas Medicaid Provider Procedures Manual \(TMPPM\)](#) located on [TMHP website](#) related to [requirements for providing Medicaid CPW services](#).

CPW Provider Eligibility for Medicaid Enrollment

Who can be a CPW Provider?

- A registered nurse (RN) with an associate’s, bachelor’s, or advanced degree in nursing, whose license is not temporary or provisional in nature. The RN must attend and complete Health and Human Services Commission (HHSC) Case Management Training.
Note: *An RN with an associate degree in nursing must also possess two years of cumulative, paid, full-time work experience or two years of supervised, full-time educational internship/practicum experience in the past ten years with children, up to age 21, and/or pregnant women. Experience must include assessing the psychosocial and health needs of and making community referrals for these populations.*
- A licensed social worker (LSW) with licensure appropriate for his/her practice, including the practice of Independent Social Work, and whose license is not temporary or provisional in nature. The LSW must attend and complete HHSC Case Management Training.

RNs and LSWs may enroll in Texas Medicaid to provide Medicaid CPW services in two ways:

- As individual providers who practice independently and are not providing CPW services in relation to a Medicaid-enrolled group.
Note: *A social worker with a Licensed Baccalaureate Social Worker (LBSW) or a Licensed Master Social Worker (LMSW) who plans to provide case management services independently or contract with an agency must either: have the Independent Practice Recognition (IPR) or be under a board-approved IPR or Licensed Clinical Social Worker (LCSW) supervision plan.*

- As performing providers with a group, where the CPW provider enrolls with Texas Medicaid through TMHP as a performing provider with a group, and the group enrolls with Medicaid as a group provider of CPW services.

RNs and LSWs may enroll both as an RN or LSW and as a CPW provider if they qualify for different taxonomies.

Note: Federally Qualified Health Centers (FQHCs) may also provide CPW services but must obtain HHSC approval, and FQHC case managers must complete HHSC Case Management Training. FQHC case managers must meet the RN or LSW requirements described under the [“Who can be a CPW provider?” section](#). FQHCs that provide CPW services will use their FQHC number and should not apply for an additional provider number for CPW.

CPW Provider Responsibility for CPW Services

Medicaid-enrolled CPW providers who render Texas Medicaid CPW services as an individual provider or as a performing provider with a group are responsible for complying with all Texas Medicaid requirements and provider responsibilities. CPW provider responsibilities include timely submission of appropriate and accurate forms and information, accurate billing to the extent that the CPW provider has responsibility for billing, and licensing, registration, and certification.

Instructions for Providers to Enroll as a CPW Provider with Texas Medicaid with TMHP

Pre-Enrollment Steps

Note: A group or a case manager must obtain an individual National Provider Identifier (NPI) regardless of whether they are enrolling in Texas Medicaid as an individual or a performing provider with a group. If the group, individual, or performing provider already has an NPI, they must have a case management taxonomy that is associated with their NPI.

Before September 1, 2022

To enroll in Texas Medicaid as a group, individual, or performing CPW provider, the provider must:

- 1) Submit an application to HHSC and obtain an HHSC approval letter. To learn about steps to start the process, email askCM@hhs.texas.gov.
- 2) Obtain the appropriate NPI from the Centers for Medicare & Medicaid Services (CMS).

After September 1, 2022

To enroll in Texas Medicaid as a group, individual or performing CPW provider, the provider must:

- 1) Submit an application to HHSC and obtain an HHSC approval letter. To learn about steps to start the process, email askCM@hhs.texas.gov.

- 2) Complete the HHSC Case Management Training before enrolling as a Medicaid CPW provider. All case managers must attend this training.
- 3) Obtain the appropriate NPI from CMS.

Note: After September 1, 2022, a provider must complete the HHSC Case Management Training before starting the CPW provider enrollment process through TMHP.

Provider Enrollment Steps through TMHP

After obtaining an NPI, visit the [Provider Enrollment](#) page and the [How to Apply for Enrollment](#) page located on the [TMHP website](#) to begin enrollment in Texas Medicaid. In addition to this QRG, providers may want to reference the general [TMHP Step-by Step-Guide for Provider Enrollment](#) page to enroll.

The enrollment process may take up to 30 business days to complete after the provider submits an enrollment application with no deficiencies. Performing providers must hold a current and active license from their respective licensing board and meet all other eligibility requirements.

Effective December 13, 2021, the [Provider Enrollment and Management System \(PEMS\)](#) launched as the new enrollment system that providers must use to apply for enrollment with TMHP. Providers must have access to the Internet to use PEMS, and they must use up-to-date Internet browsers for optimum performance of the PEMS portal. Use Google Chrome® or Microsoft Edge® to reduce compatibility issues.

Note: When enrolling, check the box to enroll as a Case Management for Children and Pregnant Women provider. **Do not check enrollment as a CCP Social Worker.**

Enroll as HHSC approved you. If HHSC approved you as a group, click **Group Enrollment**. If HHSC approved you as an individual provider, click **Individual Provider**. This will be designated on your HHSC approval letter.

After Completing Provider Enrollment Through TMHP

Before September 1, 2022

- 1) Before September 1, 2022, a CPW provider must complete the HHSC Case Management Training after enrolling as a Medicaid provider. All case managers must attend this training.
- 2) Submit a [Case Management \(CM\)-10](#) to the [Department of State Health Services \(DSHS\) Regional Liaison](#): When you are prepared to accept referrals and start providing case management services, you must complete a [CM-10](#) to go on “active” status. When you change your status to “active”, you will be placed on the case management website as a provider.

After September 1, 2022

Submit a [Case Management \(CM\)-10](#) to the [Department of State Health Services \(DSHS\) Regional Liaison](#): When you are prepared to accept referrals and start providing case management services, you must complete a [CM-10](#) to go on “active” status. When you change your status to “active”, you will be placed on the case management website as a provider.

TMHP Contact Center

For help completing the enrollment application or general information regarding provider enrollment, call the TMHP Contact Center at 800-925-9126, Option 3. The Contact Center is open from 7:00 a.m. to 7:00 p.m., Central Time.

Contracting and Credentialing with Texas Medicaid Managed Care Organizations (MCOs)

After enrollment in Texas Medicaid through TMHP, CPW providers may need to reach out to individual MCOs to contract and credential to provide CPW services for the MCO.

To find the MCOs in your area, review the [HHSC’s map of managed care service delivery areas](#).

CPW providers may also reference the following resources to assist with contracting and credentialing with MCOs:

- [Texas Association of Health Plans’ Medicaid Managed Care Provider Contracting and Credentialing Resources](#) for CPW Providers Resource Document
- For Amerigroup, contact Monique Baha at Monique.Baha@Amerigroup.com.

CPW Services are Not a Children’s Health Insurance Program (CHIP) Service

CHIP is for children in families whose income exceeds eligibility for Medicaid but are unable to afford private insurance. Any application questions related to enrollment in CHIP should reflect that the provider is not applying to be a CHIP provider of CPW services.