



AmeriHealth Caritas[™]
District of Columbia

To: AmeriHealth Caritas District of Columbia Dental Providers

Date: February 11, 2019

From: Nathan Fletcher, D.D.S., Dental Director

Subject: All providers with a Medicaid ID must recertify ID every five years

Summary: Recently we notified you of the requirement that all Medicaid providers must have a Medicaid ID. **We would like to bring to your attention that once you have obtained your Medicaid ID you must recertify your Medicaid ID every five years.**

You may have received an email from the Provider Data Management System (PDMS) sent to the last email address on record when you last obtained or certified your Medicaid ID. If you are unsure if you received this email or if you do not know the status of your Medicaid ID related to the effective date of your last certification, we strongly encourage you to visit the Provider Data PDMS to determine your status. If you fail to recertify in a timely manner, all claims will be denied payment by direction of the District's Department of Health Care Finance and in compliance with CMS guidance. There will be no exceptions or retrospective payments.

You can access PDMS at <https://www.dcpdms.com/Account/Login.aspx>. At this website, you will also find an enrollment guide entitled *How to Enroll in DC Medicaid Using the DC Provider Screening and Enrollment Web Portal*, available at https://www.dcpdms.com/Documents/PDMS_HowToEnroll_User_Guide_v1.5_%207.14.2017.pdf.

Once you have logged into the PDMS website, access your information to determine if you're near the five year recertification date. Please note that enrollment as D.C. Medicaid provider does not obligate you to accept Medicaid fee-for-service patients.

Thank you for your attention to this vital matter.

Questions

If you have technical questions regarding PDMS, please contact the system vendor, MAXIMUS, at 1-844-



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218-9700, or by e-mail at dcprovider.registration@maximus.com. If you have questions about enrollment in the D.C. Medicaid Program in general, please contact the DHCF Department of Public and Private Provider Relations staff directly at (202) 698-2000.