Provider Alert

Supported Employment Provider Type - Billing

March 18, 2020

Effective May 4, 2020, Supported Employment (SE) services (procedure codes: S9445, H2023, H2024, H2024-21, H2026, H2026-21, S9445-52) can only be billed by providers enrolled with Medicaid under the Supported Employment Provider Type (PT SE). Any claim for Supported Employment services submitted by providers enrolled in Medicaid as a PRP (PT PR) will be denied.

MDH conducted extensive outreach to the affected Supported Employment Providers. All known SE billers have migrated to the PT SE enrollment. In addition to enrollment with Medicaid, all supported employment providers must also register with Optum Maryland as a PT SE provider and obtain a token under this provider type.

The Optum registration process (not to be confused with the Medicaid enrollment process) will make you "known" to the Optum system as an active provider. Failure to register in the Optum system will result in a provider not receiving payment. **All Supported Employment providers who have billed supported employment services under a PT PR Optum registration token will have to complete a separate Optum registration survey to obtain a separate registration token unique to the PT SE.** More information regarding Optum's registration process can be found [here](#).

Any remaining PT PR supported employment providers or SE providers seeking Medicaid enrollment, will need to complete the Medicaid enrollment process through the [ePrep portal](#). As a reminder, all PT SE applications submitted to ePrep must be accompanied by the following supporting documentation:

1. Signed Articles of Incorporation/Organization
2. IRS issued letter verifying EIN/TIN
3. BHA-issued license or letter of approval to provide supported employment services
4. [PT SE Supported Employment Addendum](#)
5. Pre-employment criminal history records for each employee

6. Written policy regarding the criminal history of the program's employees, contractors, and volunteers.

You may contact marylandproviderrelations@optum.com for any questions regarding this requirement.

For questions about tokens or registering on the Incedo Provider Portal, please email omd_providerregistration@optum.com

Thank you,
Optum Maryland Team