

West Virginia Medicaid Professionals EHR Provider Incentive Payment Program

Checklist for Eligible Professionals – Year 1

Step 1: Register at the CMS National Level Repository (NLR): <https://ehrincentives.cms.gov/hitech/login.action>

Note: Be prepared to provide the following information during registration.

1. National Plan and Provider Enumeration System (NPPES) logon and password.
(Go to <https://nppes.cms.hhs.gov/NPPES/> for help.)
2. Provider Name
3. National Provider Identification (NPI)
(Go to <https://nppes.cms.hhs.gov/NPPES/> to apply for NPI.)
4. Business Address & Phone

- ✓ Input "Incentive Payment To" Tax Identification Number (TIN)
Note: If TIN is incorrect, please call Molina Provider Services at 888-483-0793 if necessary to change banking information.
- ✓ Select Medicaid EHR incentive.
- ✓ Select West Virginia as the state for Medicaid EHR incentive participation.
- ✓ Record CMS EHR Product Certification Number.
Note: If this is not known, go to <http://onc-chpl.force.com/ehrcert> to obtain the appropriate CMS EHR Product Certification Number.

Step 2: After 2 business days, access the W.V. Medicaid EHR Provider Incentive Payment Program secure site to continue and complete the online attestation.

Go to www.wvmmis.com, login, and select the W.V. Medicaid EHR Incentive Program. Providers are required to have a login user name and password. Please call 1-888-483-0793 or use the following link <https://www.wvmmis.com/xjRegManage/tradingPartnerRegRight.screen> for a login user name and password.

- ✓ Validate the information on the screens after login. The information being validated is generated from the information entered into the NLR. If the information is wrong, go back to the NLR to correct the information.
- ✓ Attest that at least 30% of all encounters (*20% if a Pediatrician*) within a consecutive 90-day period from the previous calendar year were with Medicaid patients. To obtain this documentation, run a report for any consecutive 90-day period for the total Medicaid encounters. An encounter is defined as an unduplicated personal direct contact (or series of contacts occurring within the same day).
- ✓ Total number of patient encounters in a consecutive 90-day period.
- ✓ Total number of encounters for Medicaid patients in a consecutive 90-day period.
Note: If practicing in an FQHC or RHC, use the number of encounters attributable to services provided to "needy individuals". Encounters for services rendered to needy individuals on any one day include services paid for by Medicaid or Children's Health Insurance Program (CHIP), furnished at no cost or paid for at a reduced cost based on a sliding scale determined by the individual's ability to pay during a consecutive 90-day period.
- ✓ Electronically Sign and Submit Attestation to receive an EHR incentive payment. Upon submission of attestation an Acknowledgement Page will display. Please print the completion screen and keep with EHR records. The Medicaid EHR incentive payment will be issued within 30 business days after successful registration and attestation.