

October 10 – October 23, 2023

## Systems announcements

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We will update this section with information about MN–ITS availability, technical information and other systems announcements when necessary.

## Revalidation for next set of providers begins Nov. 1, 2023

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Minnesota Health Care Programs (MHCP) will send revalidation notices Nov. 1, 2023, to the following provider types:

- Financial Management Services (FMS) - provider type 38
- Hospitals - provider type 01
- Hospice - provider type 02
- Durable Medical Supplies - provider type 76
- Transportation providers - provider type 82
- Early Intensive Developmental and Behavioral Intervention organizations - provider type EI
- Home and Community-Based Services (HCBS) providers - provider type 18 with practice name starting with letter R; and S through Z who previously were not sent a revalidation letter in 2022.

Providers due for revalidation will receive a revalidation notice in the PRVLTR folder of their MN–ITS mailbox Nov. 1, 2023. MHCP will mail the revalidation notice via the U.S. Postal Service to the credentialing address on the enrollment record if the provider has not set up a MN–ITS mailbox.

Do not send any revalidation documents until you receive your initial revalidation notice. You will receive a revalidation notice when you are due for revalidation. Review the revalidation schedule in the [Provider Screening Requirements](#) section of the MHCP Provider Manual for more information. Do not call the MHCP Provider Resource Center unless you know you are due for revalidation and have not received a revalidation notice.

Sign up for [Minnesota Provider Screening and Enrollment \(MPSE\) portal training](#) to learn how to complete your revalidation using the MPSE portal. Training will be held on the following dates:

- Friday, Nov. 3, from 10 a.m. to noon – Register for [MPSE Portal Revalidation Training - Nov. 3, 2023](#)
- Monday, Nov. 13, from 10 a.m. to noon – Register for [MPSE Portal Revalidation Training - Nov. 13, 2023](#)
- Tuesday, Nov. 28, from 1 to 3 p.m. – Register for [MPSE Portal Revalidation Training - Nov. 28, 2023](#)
- Monday, Dec. 11, from 10 a.m. to noon – Register for [MPSE Portal Revalidation Training - Dec. 11, 2023](#)
- Friday, Dec. 15, from 10 a.m. to noon – Register for [MPSE Portal Revalidation Training - Dec. 15, 2023](#)
- Thursday, Dec. 21, from 1 to 3 p.m. – Register for [MPSE Portal Revalidation Training - Dec. 21, 2023](#)

Refer to the [Provider Screening Requirements](#) section of the MHCP Provider Manual for more information about revalidation. (pub. 10/16/2023)

## MHCP has sent personal care assistance Steps for Success certificates for the Sept. 6-8 workshop

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Minnesota Health Care Programs (MHCP) has sent providers who attended the [PCA Steps for Success](#) workshop on Sept. 6-8, 2023, their certificates of completion via the email address used to register for the training. Providers who completed the training should receive the certificate by the end of the business day on Oct. 16, 2023. If you have any questions, call the MHCP Provider Resource Center at 651-431-2700 or 800-366-5411. (pub. 10/16/23)

## New webpage and webinar offer employers guidance on earned sick and safe time, overtime

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The Minnesota Department of Labor and Industry (DLI) has added an [FAQs: Earned Sick and Safe Time](#) webpage about the new earned sick and safe time law, which goes into effect Jan. 1, 2024. Questions and answers include example scenarios and different options employers may take to implement the law in their workplaces, including accrual, front loading and carryover provisions. DLI also posted a new [Minnesota's Earned Sick and Safe Time](#) video that gives an overview of the earned sick and safe time law. The video is also available in [Somali](#) and [Spanish](#) versions.

DLI's Labor Standards Division will host an Oct. 19 webinar that will cover state and federal minimum-wage and overtime requirements, as well as exemptions, for workers in Minnesota. Visit the [Events: Labor Standards](#) webpage to register and for more information. (pub. 10/10/23)

## Medicaid FMAP rate increases for 2024 fiscal year, temporary COVID-19 FMAP rate decreases beginning Oct. 1, 2023

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The FMAP rate for claims Minnesota Department of Human Services paid in the 2024 federal fiscal year (on or after Oct. 1, 2023) has increased from 50.79 percent to 51.49 percent (1905[b] of Social Security Act).

The Families First Coronavirus Response Act (Public Law No. 116-127, section 6008) provided an additional temporary increase of 6.2 percent in the FMAP rate for Medical Assistance claims paid from Jan. 1, 2020 – March 31, 2023, for the following services for children, parents or guardians with children under 19, individuals 65 and older, and individuals blind or disabled:

- Individualized Education Program
- Rule 5 Children's Residential including Institutions for Mental Disease, which receives a change in state funds equal to the federal fund change
- County-provided targeted case management services (child welfare, mental health and vulnerable adult-developmental disability)

The Consolidated Appropriations Act of 2023 provides a phase-down approach to the elimination of 6.2 percent of the COVID-19 FMAP rate, decreasing the COVID-19 FMAP to 1.5 percent for claims paid effective Oct. 1, 2023 – Dec. 31, 2023.

The COVID-19 FMAP rate decrease to 1.5 percent and the federal fiscal year FMAP rate increase to 51.49 percent does not apply to adults without children who are eligible under the Affordable Care Act and some other populations already receiving an enhanced FMAP rate.

Counties and providers do not need to do anything to receive the increased FMAP rate. Claims paid on your remittance advices starting Oct. 10, 2023, until end of the quarter (Dec. 31, 2023) will be paid at the new 52.99 percent rate (this includes the additional COVID-19 FMAP phase-down rate).

Review the Federal Register's [Federal Financial Participation in State Assistance Expenditures; Federal Matching Shares for Medicaid, the Children's Health Insurance Program, and Aid to Needy Aged, Blind, or Disabled Persons for October 1, 2023 Through September 30, 2024](#) webpage for more FMAP information. Contact the Minnesota Health Care Programs Provider Resource Center at 651-431-2700 or 800-366-5411 if you have questions about this message. (pub. 10/9/23)

## Targeted Case Management (TCM) interactive video (ITV) denied claims update

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TCM services delivered via ITV require the appropriate place of service to be listed on the claim beginning May 12, 2023. Minnesota Department of Human Services has updated its system to reflect this requirement and we will reprocess denied ITV claims. The reprocessed claims will appear on your Oct. 10, 2023, remittance advice. (pub. 10/6/23)

## Electronic visit verification (EVV) geofence reduced to 500 feet effective Dec. 1, 2023

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Minnesota Department of Human Services (DHS) will reduce the virtual perimeter around the home address of the member receiving services (known as a geofence) from 500 miles to 500 feet from a member's home effective Dec. 1, 2023. Provider agencies using the state-selected EVV system, HHAeXchange, must select the "community" option by selecting the community box in the mobile application when providing services or visits outside the geofence range. Providers using third-party EVV systems will need to work with their vendors to configure their geofence to 500 feet and actions for visits outside the geofence.

We have also updated the [Electronic visit verification](#) webpage to include a list of third-party EVV vendors that have integrated with HHAeXchange. Find the link to the list in the third-party EVV system section on the Minnesota EVV tab of the webpage.

Refer to the [EVV updates](#) eList announcement for more information about these EVV updates. (pub. 10/4/23)

## HCBS, home care, PCA and ICF/DD rates and monthly budget changes effective Jan. 1, 2024

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The Minnesota Legislature authorized several rates and monthly budget increases effective Jan. 1, 2024, for some home and community-based waiver services (HCBS), home care nursing, home health, personal care assistance (PCA), and intermediate care facility for persons with developmental disabilities (ICF/DD) services. Information about the service rates and budget changes, including links to resources, rate methodologies, instructions, and contacts, can be found on the [Long-term services and supports rates changes](#) webpage. (pub. 10/3/23)

## Public comment period open until Oct. 29 for amendments to elderly waiver plan

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The Minnesota Department of Human Services requests public comments on amendments to the elderly waiver (EW) plan before submitting the amendments to the Centers for Medicare & Medicaid Services for approval. Submit comments to [AASD.Publiccomments@state.mn.us](mailto:AASD.Publiccomments@state.mn.us) by **4 p.m. Sunday, Oct. 29, 2023**.

Review the [DHS requests public comments on amendments to EW plan](#) Aging and Adult Services Division eList announcement for more information. (pub. 10/3/23)

## Individualized Education Program (IEP) interim rates for fiscal year (FY) 2023-2024

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The Minnesota Department of Human Services (DHS) will send interim IEP rates for FY 2023-2024 to school districts on Oct. 3, 2023. You will find your rates document in the Miscellaneous Received folder in your MN-ITS mailbox under the IEP file type. The file is named "Interim Rates for FY 2023-2024."

School districts should postpone billing for FY 2023-2024 until Oct. 17, 2023, so we can post the interim rates in the Medicaid Management Information System. We may deny an IEP claim submitted before Oct. 17, 2023, if the rates are not in the school district's rate file.

The final IEP rates calculated for FY 2021-2022 will become the interim IEP rates for the current school year (July 1, 2023 – June 30, 2024). These rates are calculated based on actual time and encounter data submitted by the school districts and final data from the Minnesota Department of Education for FY 2021-2022.

Contact Jacquie Vang at [dhs\\_rates\\_iep@state.mn.us](mailto:dhs_rates_iep@state.mn.us) or 651-431-2519 with questions about this message. (pub. 10/3/23)

## Members for the Early Intensive Developmental and Behavioral Intervention (EIDBI) advisory group needed

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Minnesota Department of Human Services (DHS) is seeking applications from new members for the EIDBI advisory group, which advises DHS on a health benefit for people younger than 21 years old with autism spectrum disorder (ASD) and related conditions. Refer to [EIDBI benefit](#) or [EIDBI advisory group](#) webpages for more information about EIDBI or the advisory group.

Advisory group terms are two years and begin in January 2024. The EIDBI advisory group holds quarterly virtual meetings. Current members who want to continue serving on the advisory group must reapply for their positions. The advisory group will have openings for members in the following positions in January 2024:

- Academic (two positions)
- Adult with a diagnosis of ASD or related conditions
- County representative who works with people younger than 21 with a diagnosis of ASD or related conditions
- Developmental disabilities or behavioral professional who works with people younger than 21 with a diagnosis of ASD or related conditions
- Licensed professional (such as a psychologist, social worker, physician, nurse, teacher, speech therapist or occupational therapist) who works with people younger than 21 with a diagnosis of ASD or related conditions (two positions)
- Native American representative
- Parent of a minor child with a diagnosis of ASD or related conditions
- Person who works or volunteers for an organization that advocates for people younger than 21 with a diagnosis of ASD or related conditions (two positions)
- Physician or developmental pediatrician
- EIDBI or comprehensive multi-disciplinary evaluation (CMDE) services provider (three positions)

Submit your application between Oct. 1 and Nov. 8, 2023, through the [Secretary of State Boards and Commissions – Open Positions](#) webpage to apply for a position. Share this announcement with anyone you know who may be interested in applying. (pub. 9/29/23)

## Feedback on Caring Career recruitment campaign needed

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Minnesota Department of Human Services (DHS) and Minnesota Department of Employment and Economic Development (DEED) need your feedback on the current [Follow Your Heart to a Caring Career](#) recruitment campaign. Visit the [Survey to understand impact of caring career recruitment campaign](#) webpage if you or someone you know used the campaign's resources (for example, occupational handouts, social media posts, support from the regional DEED CareerForce centers, and the like) and complete the survey before it ends Oct. 13. (pub. 9/29/23)

## Community Conversation on autism and related conditions scheduled in Bemidji on Oct. 17

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Attend the Community Conversation event scheduled on Oct. 17, 2023, in Bemidji to connect and share experiences, ask questions, and get information and resources to help support children up to age 21 with autism and related conditions. We will share information about health care, education, early intensive developmental and behavioral intervention (EIDBI) services, accessing medical assistance, waivers, and the MnCHOICES assessment. We will explain how professionals can enroll as comprehensive evaluation or early intervention providers and listen to the community about specific barriers to services in the area. Refreshments will be provided. All are welcome to attend to be a part of the conversation and gather resources.

### Time and date

5:30-7:30 p.m. Tuesday, Oct. 17, 2023

### Location

Beltrami Electric Cooperative, Inc.  
4111 Technology Dr. NW

Bemidji, MN 56601

## RSVP

Email [ASD.DHS@state.mn.us](mailto:ASD.DHS@state.mn.us) to RSVP

You can find more information about this [Community Conversations: Autism and Related Conditions](#) event and others on the [Minnesota Autism Resource Portal](#) website. Visit the [Disability Services Division \(DSD\) stakeholder eList announcements](#) webpage to review past announcements or sign up to receive announcements via email. (pub. 9/29/23)

## Waiver allowing PCA agencies to bill for services provided by certain family members ends Nov. 11

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This is a reminder that a temporary allowance for personal care assistance (PCA) agencies to hire certain family members to be paid to provide PCA services ends Nov. 11, 2023.

The family members that the waiver allowed to be paid for providing PCA services were:

- Parents of minors
- Stepparents of minors
- Legal guardians of minors
- Spouses

The Minnesota Department of Human Services (DHS) previously announced an extension of the end date for this waiver in a [May 12, 2023, eList](#).

Effective Nov. 12, 2023, Minnesota Health Care Programs (MHCP) or a person's managed care organization (MCO) cannot pay PCA agencies for claims with dates of service provided after Nov. 11, 2023, by these family members.

People and families should work together with their PCA agency to develop an alternative plan for providing PCA services. They can contact their lead agency (county, tribal government, or managed care organization) for additional support if they continue to struggle with staffing.

Review the [Sept. 26, 2023, eList](#) announcement for more information.

Contact the MHCP Provider Resource Center at 651-431-2700 or 800-366-5411 or use the [Disability Services Division Contact Form](#) to submit an inquiry with questions. (pub. 9/27/23)

## Electronic visit verification (EVV) quarterly webinar sessions available

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The Minnesota Department of Human Services offers quarterly webinar sessions for providers required to use EVV. In the webinars, you will learn about roles and responsibilities, updates and next steps. The sessions are held on Webex from 1 to 2 p.m. on the following dates:

- Monday, Sept. 25, 2023
- Monday, Dec. 11, 2023

The September session focuses on the recently published EVV policies for home health providers. Additionally, representatives from the state-selected vendor, HHAX, will demonstrate some of the system functionalities that implement policies.

Registration through TrainLink is required. Review the [Electronic Visit Verification \(EVV\) Quarterly Updates](#) webpage for registration details and more information about the learning objectives. You will find the Webex link and phone number in the webinar's listing that you access during registration. (pub. 9/22/23)

## Reminder: Trainings available on how to use the Minnesota Provider Screening and Enrollment (MPSE) portal

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The [MPSE portal](#) is the online application that health care providers can use to request a new enrollment with Minnesota Health Care Programs (MHCP), or to update enrollment information. This is a reminder that there are quarterly webinars

scheduled to instruct you on how to use the MPSE portal. Available trainings include enrolling as a new provider, managing your enrollment records, managing your affiliations, and a questions and answers session. All webinar sessions include a live demonstration for the webinar topic. MPSE portal trainings are free.

Register for the webinars and locate MPSE on-demand videos on the [MPSE Training](#) webpage. Providers may also find the information they need in the [MPSE FAQ](#). (pub. 9/14/23)

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## Electronic visit verification (EVV) launch date for home health providers

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Minnesota Department of Human Services will launch EVV phase 4 for home health providers on Oct. 16, 2023. We sent letters to providers' MN-ITS mailboxes that include next steps for working in their chosen EVV system.

We will implement phase 4 as a soft launch to give providers, caregivers, and members receiving services time to learn the new system. We will not enforce compliance that would result in claim denials or reversals in 2023. We will monitor EVV usage and utilization to ensure providers are prepared until we publish compliance requirements and require providers to meet compliance thresholds. Providers working with a managed care organization (MCO) should contact their MCO with questions or concerns about EVV. Review the [MCO contacts for MHCP providers](#) webpage for MCO contact information. (pub. 9/13/23)

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## 2023 hearing aid volume purchase contract effective Sept. 1, 2023

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The [2023 Hearing aid contract, vendors, models, prices and codes \(DHS-7274K\)](#) became effective Sept. 1, 2023. The 2022 contract expired Aug. 31, 2023.

Providers have a 30-day grace period for dispensing instruments purchased, but not delivered before the contract expired. You must dispense hearing aids obtained under the 2022 contract before the end of the grace period which is Sept. 30, 2023. This includes hearing aids with approved authorizations.

Call the [Minnesota Health Care Programs Provider Resource Center](#) at 651-431-2700 or 800-366-5411 if you have questions about this message. (pub. 9/5/23)

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## Reminder to personal care assistance (PCA) and community first support services (CFSS) organizations to update cost report contact information

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The Minnesota Department of Human Services (DHS) will implement the PCA and CFSS Cost Reporting Program in March 2024. The program will help DHS to provide to the Legislature an accurate picture of wages, benefits and other important business costs for PCA and CFSS services. All PCA and CFSS providers must participate in this program under [Minnesota Statutes, 256B.851](#).

This is a reminder for PCA and CFSS organizations to update the contact information for the person who will complete the PCA and CFSS cost report. Please update these details by **December 31, 2023**.

All communication for the new cost reporting requirement will be emailed to the email address listed in the [Minnesota Provider Screening and Enrollment \(MPSE\) portal](#) for the authorized person who will complete the report. Select someone who can act on behalf of the organization and is familiar with your organization's business expenses. Use the steps to add or update an [owner or authorized person](#) in the MPSE User Manual to update the email for the person you select in MPSE.

Call 651-431-2700 if you have questions about the MPSE portal. If you have questions about cost reporting generally, email [dhs.DWRScostreporting@state.mn.us](mailto:dhs.DWRScostreporting@state.mn.us). (pub. 9/1/23)

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## Register for personal care assistant (PCA) Steps for Success training

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Registration is now open for PCA Steps for Success training scheduled for **December 6-8, 2023**. Steps for Success is a three-day workshop offered to PCA agency owners and managing or supervising staff to meet the PCA agency provider training requirements when enrolling or maintaining enrollment with Minnesota Health Care Programs.



You can register for this training by clicking on the [Registration and cost](#) link on the PCA Steps for Success workshop webpage. The workshop is online only.

Contact the Minnesota Health Care Programs Provider Resource Center at 651-431-2700 or 800-366-5411 with any questions. (pub. 8/16/23)

## Updates to Substance Use Disorder 1115 Demonstration provider enrollment

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Review the following 1115 Demonstration provider enrollment dates.

### Providers requiring Jan. 1, 2024, enrollment date

The following substance use disorder (SUD) providers are required to enroll in the 1115 Demonstration by Jan. 1, 2024:

- Minnesota residential treatment providers licensed by the Minnesota Department of Human Services (DHS) and enrolled in Minnesota Health Care Programs (MHCP)
- Minnesota withdrawal management providers licensed by DHS and enrolled in MHCP
- Out-of-state residential SUD providers enrolled in MHCP

### Providers requiring Jan. 1, 2025, enrollment date

The following SUD providers are required to enroll in the demonstration by Jan. 1, 2025:

- Minnesota nonresidential treatment providers licensed by DHS and enrolled in MHCP
- Hospital-based residential treatment providers licensed by DHS and enrolled in MHCP

Tribally licensed providers may elect to participate in the demonstration.

These enrollment requirements are according to Minnesota Statute 256B.0759, subdivision 2. Send an email to [1115demonstration.dhs@state.mn.us](mailto:1115demonstration.dhs@state.mn.us) if you have questions or would like assistance in completing your enrollment application. (pub. 7/12/23 and republished 9/26/23)

## DHS extends temporary waiver allowing certain family members to be paid for providing PCA services

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During the COVID-19 federal public health emergency, personal care assistance (PCA) agencies were temporarily allowed to hire the following types of family members to be paid to provide PCA services to individuals enrolled in Minnesota Health Care Programs (MHCP):

- Parents
- Stepparents
- Legal guardians of minors
- Spouses

The Minnesota Department of Human Services (DHS) previously communicated that the federal government announced the allowance for certain family members to provide PCA care to their MHCP-enrolled family member was ending on May 11, 2023, when the federal public health emergency ends. However, on Friday, May 5, 2023, the Centers for Medicare & Medicaid Services (CMS) notified DHS of a change to federal policy that allowed DHS to apply for a six-month extension to this allowance. The temporary allowance will now continue through **November 11, 2023**.

### What this means for PCA agencies and family members who have been providing PCA services:

After May 11, 2023, PCA agencies can continue to hire and pay the family members listed in this message to provide PCA services to members enrolled in MHCP through **November 11, 2023**.

DHS has added a memo in PCA agencies MN-ITS mailbox for additional information. Call the MHCP Provider Resource Center for further information at 651-431-2700 or 800-366-5411, Option 4; or email [HCS.DHS@state.mn.us](mailto:HCS.DHS@state.mn.us) for DSD-related questions and [DHS.AASD.HCBS@state.mn.us](mailto:DHS.AASD.HCBS@state.mn.us) for AASD-related questions. (pub. 5/12/23)

## Updated webpage and new tools help Minnesotans keep their health insurance as renewals resume in public health care programs

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Minnesota Department of Human Services refreshed the [Renew My Coverage](#) webpage and will launch new tools in the coming weeks to make it easier for Minnesotans to keep their health insurance now that annual member eligibility renewals have resumed in public health care programs. Please share this information with the members you serve.

Members should look for:

- A new envelope design to help renewal paperwork stand out better in mailboxes. Envelopes are now marked with a blue circle with the text “Important information enclosed.”
- A new [document upload tool](#) that allows members to skip the postage and upload their annual eligibility renewal documents online. Enrollees can also submit renewal paperwork by postal mail, dropping it off at their county or tribal office, fax or by giving their information verbally over the phone.

Members will soon be able to:

- Use a new renewal date lookup tool to find out when to watch their mail for renewal information.
- Receive text messages from the number “28343” when it’s time to fill out and submit their renewal paperwork.

We are committed to ensuring that eligible Minnesotans retain their public coverage when renewal processes resume as required by Congressional legislation that [states to return to standard Medicaid eligibility procedures](#). On the [Renew my coverage](#) webpage, we have created a one-stop shop for Medical Assistance and MinnesotaCare members with all the information they need about how to keep their insurance.

The most important thing enrollees can do now to prepare for their renewal is to [Update their contact information](#). Members who have moved in the last three years should update their address, phone number and email, so they can be reached.

Renewal information will be mailed to members in monthly waves or “cohorts” each month for the next 12 months. The first group of Minnesotans due for their renewal paperwork will get their renewal information mailed within the next few weeks. (pub. 4/27/23)

## COVID-19 vaccines and administration codes update

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Minnesota Health Care Programs (MHCP) posted a Provider News message on October 25, 2022, about the category of service edit occurring for the following COVID-19 vaccines and administration codes:

- Vaccine 91304  
administration codes 0041A and 0042A
- Vaccine 91308  
administration codes 0081A, 0082A and 0083A
- Vaccine 91311  
administration codes 0111A, 0112A and 0113A
- Vaccine 91307  
administration codes 0071A, 0072A, 0073A, and 0074A

The category of service edit is now fixed. We reprocessed claims back to the effective dates for the covered codes included in this message.

Find the effective dates for the covered codes on the [MHCP fee schedule](#) webpage or under [Vaccines](#) in the [Billing](#) section under Coronavirus (COVID-19) in the MHCP Provider Manual. (pub. 1/31/23)

## 2023 clinical trainings for EIDBI and other interested provider types

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A series of clinical trainings will be held in 2023 for Early Intensive Developmental and Behavioral Intervention (EIDBI) providers and other interested provider types. Refer to the following dates, times, topics and learning objectives for each session.

- **Wednesday October 18, 2023, 9 to 10 a.m.: Long-term goal development and implementation**



- Identify the purpose of long-term goals and transition planning
- Generate person-centered, observable and measurable long-term goals
- Access resources available to assist with transition planning
- Registration is required on the [October EIDBI Clinical Training](#) webpage
- **Wednesday November 8, 2023, noon – 1 p.m.: Coordinating care and collaborating with other professionals**
  - Assess the impact of care coordination
  - Identify resources to facilitate collaboration
  - Discuss examples of coordination across service systems
  - Registration is required on the [November EIDBI Clinical Training](#) webpage

### Continuing Education Unit (CEU) information

Continuing education credits will be offered for Board Certified Behavior Analysts (BCBAs) through the Minnesota Northland Association for Behavior Analysis ([MNABA](#)). All courses will be worth one credit unless otherwise noted. Link to access the CEUs is found under the Agenda section of the registration webpage. Certificates of participation will also be offered for others upon request to submit to their licensure or certification boards. (pub. 1/18/23)

## Free Organizational Transformation webinars for Employment and Day Service providers

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The Minnesota Transformation Initiative (MTI) in collaboration with the Minnesota Organization for Habilitation and Rehabilitation (MOHR) will hold quarterly trainings focused on organizational transformation to support community engagement and competitive employment. These trainings are free and open to any employment and day service provider in Minnesota.

Webinars will be held on the following dates from 1 - 2:30 p.m.:

- Nov. 16, 2023
- Feb. 15, 2024

Planned training topics include:

- Setting a vision and defining success for transformation
- Managing through change (including supporting staff, clarifying roles, identifying professional development, and communication with staff)
- Financial stability and sustainability
- Moving from center-based to community-based services
- Employer engagement

Each session will include perspectives and special considerations for rural providers.

Registration for each quarterly webinar will be sent through the Minnesota Department of Human Services (DHS) Employment First email list. Sign up to receive the email by visiting and scrolling to the bottom of the [Employment First](#) webpage. Trainings will be recorded, and recordings will be sent to all who register.

The Minnesota Transformation Initiative is a project funded by (DHS) to support the transition of people with disabilities receiving subminimum wages into competitive, integrated employment. Email Danielle Mahoehney at [mahoe001@umn.edu](mailto:mahoe001@umn.edu) for more information about MTI project activities. (pub. 10/6/22)

## Training

### Minnesota Provider Screening and Enrollment (MPSE) portal live demonstrations

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The Minnesota Department of Human Services (DHS) will be offering monthly live demonstrations of various functions in the [MPSE Portal](#). Live demonstrations take place on the first Wednesday of each month from 1 to 3 p.m. starting on **Sept 7, 2022**. There will be three categories of live demonstrations provided on a rotating basis. These live demonstrations are free of charge.

**Categories of live demonstrations include:**

- New Provider Enrollment
  - How to enroll in MPSE as a first-time provider
  - Shows the steps for enrollment from registration to submission
- Managing Enrollment Records
  - How to enroll new locations
  - How to update services, credentials, addresses, and other enrollment information
- Managing Affiliations
  - How to affiliate an individual provider to an organization
  - How to affiliate an organization to an individual provider
  - How to affiliate an organization to a direct support worker
  - How to affiliate a trading partner

#### Who should attend?

- Owners of MHCP-enrolled organizations or individual providers
- Employees of MHCP-enrolled organizations who maintain provider enrollment records
- Employees of MHCP-enrolled organizations who process affiliations
- Employees of MHCP-enrolled organizations responsible for MHCP compliance
- Anyone interested in learning more about the MPSE portal

Register for these demonstrations on the [MPSE portal training](#) webpage where you can also find on-demand videos and links to more information about the MPSE portal. (pub. 8/18/22)

## Minnesota Provider Screening and Enrollment (MPSE) portal training for transportation services providers

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Minnesota Health Care Programs (MHCP) offers free [MPSE portal training](#) for transportation services providers enrolling individual drivers. MHCP provides these training sessions through a webinar.

You will learn how to affiliate transportation drivers to medical transportation organizations and how to enroll drivers, if they are not already enrolled with MHCP. Transportation drivers must be affiliated to medical transportation organizations.

Sessions are available at the following times on the following dates. We will provide the same information at each session.

- Tuesday, Oct. 3, 2023, from 1 to 3 p.m. – Go to the [Oct. 3 Transportation Drivers](#) webpage to register.
- Monday, Oct. 23, 2023, from 10 a.m. to noon – Go to the [Oct. 23 Transportation Drivers](#) webpage to register.
- Monday, Nov. 6, 2023, from 1 to 3 p.m. – Go to the [Nov. 6 Transportation Drivers](#) webpage to register.
- Thursday, Nov. 16, 2023, from 10 a.m. to noon – Go to the [Nov. 16 Transportation Drivers](#) webpage to register.
- Monday, Dec. 4, 2023, from 10 a.m. to noon – Go to the [Dec. 4 Transportation Drivers](#) webpage to register.
- Monday, Dec. 18, 2023, from 1 to 3 p.m. – Go to the [Dec. 18 Transportation Drivers](#) webpage to register.

If you need a reasonable accommodation to participate in a training session, email [dhs.provider-workshops@state.mn.us](mailto:dhs.provider-workshops@state.mn.us) to tell us what kind of accommodation you need. We will contact you by email to confirm your request. (pub. 9/5/23)

## Minnesota Health Care Programs (MHCP) on-demand video and online training updates

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MHCP offers training for providers who provide services for members enrolled in MHCP. We have updated on-demand and online training opportunities on the [MHCP provider training](#) webpage.

#### On-demand videos

On-demand videos are arranged by category, including Minnesota Provider Screening and Enrollment Portal (MPSE), MN-ITS and Billing. Each video can be viewed in 10 minutes or less and provides instructions on a concept or technique.

#### Online training

Online training is arranged by content for all providers or specific providers. Training is led by an instructor who will help attendees navigate the Minnesota Department of Human Services website and locate and use MHCP provider information

and other related webpages or internet-based applications such as MN–ITS. All instructor-led training is online only. (pub. 11/22/22)

## Free online Resources and MN–ITS training available

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Minnesota Health Care Programs (MHCP) offers free online training for MHCP-enrolled providers. Go to the [MHCP provider training](#) webpage to review the list of available training. (pub. 11/22/22, rev. 1/31/23, rev. 2/28/23, rev. 4/5/23, rev. 4/25/23)

## Free online Provider Basics and MN–ITS training available

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Minnesota Health Care Programs (MHCP) is offering free online Provider Basics Resources and MN–ITS training to all enrolled MHCP providers who bill fee-for-services claims. This training is being offered monthly beginning Mar. 10, 2021.

You will learn how to navigate the MHCP provider webpages and the MHCP provider manual, and how to use MN–ITS administration, mailbox and eligibility requests (270/271) features. Go to the [Provider Basics](#) webpage to register for this training.

Claim training is not provided in this training. See our [MHCP provider training](#) webpage to register for provider-specific claim training. (pub. 2/11/21)

## On-demand training videos

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Minnesota Health Care Programs (MHCP) offers free on-demand training videos arranged by category on the [MHCP provider training](#) webpage. Each video can be viewed in 10 minutes or less and provides instructions on a concept or technique. (pub. 12/13/22)

## Free online Minnesota Provider Screening and Enrollment (MPSE) training available

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Minnesota Health Care Programs is providing free online training for our MPSE online portal.

See the [MPSE portal training](#) webpage for registration, brief online tutorials to help prepare you for class and more information. (pub. 2/1/20, rev. 2/19/20, 7/27/22)

## Additional information

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- [Provider news and updates archive](#)
- [MHCP provider policies and procedures](#)
- [Latest Manual Revisions](#)
- [Grants and requests for proposals](#)

Call the MHCP Provider Resource Center at 651-431-2700 or 800-366-5411 if you have questions about this information.