



This email serves as an update to the previous special newsletter. See below for updated content.

Revalidation is not being delayed; however, providers will have approximately 5-6 months to complete the revalidation process. Revalidation applications can take 15-35 minutes on average to complete. Providers who first enrolled in 2015 will have until October 2020 to revalidate. Most providers are not due for revalidation until 2021 or after. If providers are still experiencing hardships or delays, additional considerations may be made at that time.

Revalidation Topics

The Revalidation Application Process

Child Health Plan *Plus* (CHP+) and Health First Colorado (Colorado's Medicaid Program) providers must revalidate in the program at least every five (5) years to continue as a provider.

The revalidation application will be similar to the enrollment application but simplified. Some information will be auto-populated, so not all sections are required to be completed.

Revalidation Timeline

Prior to Revalidation

All providers will be contacted via email approximately six (6) months prior to their revalidation deadline with further instructions. Providers should verify that all data in the provider's enrollment profile is correct and up-to-date prior to beginning the revalidation application. **Providers should not attempt to revalidate until they have received their revalidation email. Providers should not submit a new application.**

A testing period will begin on April 30, 2020. Providers who originally enrolled in 2015 and will need to revalidate in 2020 will begin receiving letters on or after June 1, 2020.

The Revalidation Date & Window

Providers can find their revalidation date when they log into the Provider Web Portal or contact the Provider Services Call Center. It displays on the Provider Information Panel under the Location ID in the Revalidation Date field.

Providers may have multiple email addresses on file. The mailing email address is used for provider enrollment communications, including automated email notifications. Information about the provider's revalidation status will be sent to this mailing email address at the start of the provider's window of eligibility.

During Revalidation

The Provider Web Portal limits the number of open provider enrollment updates per unique service location. Once the revalidation application has been started in Provider Web Portal, providers should wait for the application to be approved before updating items that can only be accessed through the Provider Maintenance option.

Provider Enrollment Updates Limited to One per Service Location

The [Provider Web Portal](#) will limit the number of open provider enrollment updates per unique service location as follows:

- One (1) open Provider Maintenance or Revalidation update and
- One (1) open Electronic Funds Transfer (EFT) update

Refer to the examples below:

- If the service location has previously submitted an EFT enrollment application and

the application is still under review, the location will be unable to submit another EFT enrollment application.

- If the service location has previously submitted a provider maintenance request and the request is still under review, the location will be unable to submit another provider maintenance request or a revalidation application.
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Cost of Revalidation

For the year of 2020, the cost of revalidation is \$595; however, only **some** providers will need to pay this fee.

Some provider types do not have a fee. For provider types that do require a fee, if the service location has enrolled or revalidated with Medicare or another state's Medicaid program in the last five (5) years, and paid an application fee, the application fee may not be required for revalidation. To determine if your provider type requires a fee, reference the "Revalidation Information by Provider Type" on the [Revalidation web page](#).

Some providers will need to be fingerprinted. The fingerprinting fee of \$39.50 is included in the application fee; however, providers are responsible for paying any service fees (usually between \$10.00-15.00) at the fingerprinting site.

Revalidation Resources

New Provider Web Portal Revalidation Quick Guide – Now Available

The Revalidation Quick Guide is now available on the [Quick Guides web page](#) as a resource to assist providers in submitting the revalidation application.

Revalidation Web Page

Providers are encouraged to visit the [Revalidation web page](#) for resources and information concerning revalidation.

Revalidation Application Only Accessible Through Provider Web Portal

The revalidation application will only be accessible through the Provider Web Portal. In preparation for the revalidation process, providers (even those who do not bill claims) who are not registered within the [Provider Web Portal](#) are encouraged to register in order to access and submit their revalidation application.

For more information on completing a Provider Web Portal registration, refer to the Web Portal Registration Quick Guide on the [Quick Guides web page](#).

What Information Can Be Updated Through Revalidation?

Some information will be auto-populated on the revalidation application, so not all sections are required to be completed. Providers should verify all the data in the provider's enrollment profile is correct and up-to-date prior to revalidation.

The table below displays what information can be updated through the revalidation application versus what content can be updated through a Provider Maintenance request separately in the Provider Web Portal.

Provider Web Portal Panel	Panel Sections	Revalidation Application	Provider Maintenance Update
Request Information	Initial Enrollment Information		
	Provider Information		✓ (NPI only)
	Contact Information	✓	
Specialties	Specialties		✓
	Additional Taxonomies		✓
Addresses	Service Location		✓
	Billing & Mailing Address	✓	✓
Provider Identification	Provider Legal name		✓
	Organizational Structure		✓
	Durable Medical Equipment Information	✓	
	License	✓	✓
	Medicare Participation	✓	
	DEA #	✓	✓
	Network Participation		✓
	Identification Types Not Listed in Revalidation		✓
Languages	Languages	✓	✓
Other Information	Malpractice/General Liability Insurance, certification	✓	✓
	Supplemental Questions	✓	
	Additional Information Section (Website)	✓ (Additions only)	✓ (Additions or deletions)
Addendums	Addendums		✓
Disclosures	Disclosures	✓	✓
Fingerprinting	Fingerprinting and Criminal Background Check	✓	
Attachments and Fees	Attachments (Supporting Documentation) and Fees	✓	✓
Agreement	Provider Participation Agreement	✓	

*The Provider Maintenance Update column is not a conclusive list of all items that can be updated through a Provider Maintenance request.

Revalidation Assistance Through the Provider Services Call Center

Contact the [Provider Services Call Center](#) at 1-844-235-2387 and select option 2 and then option 5 for assistance with revalidation.

Please do not reply to this email; this address is not monitored.