

October 27, 2015

<Provider Name>  
<Provider Address1>  
<Provider Address2>  
<Provider City> <state> <zipcode5-zip4>

Dear Provider:

**RE: Michigan Medicaid Nursing Facility Level of Care Determination Migration into CHAMPS**

Beginning Thursday, October 29th, the Michigan Medicaid Nursing Facility Level of Care Determination (LOCD) will be migrated from its current system to the Community Health Automated Medicaid Processing System (CHAMPS). The LOCD will be unavailable during this migration beginning Thursday, October 29th at 5:00 P.M.

LOCDs may not be conducted until Monday, November 2nd. All online LOCDs created in the current legacy system as of 5:00 P.M on October 29th will be migrated to the CHAMPS LOCD system. The migrated LOCDs will be available in CHAMPS beginning Monday, November 2nd.

To gain access to the CHAMPS LOCD, your CHAMPS administrator must assign the LOCD profile to you. Once your administrator has assigned the LOCD profile to you, you may begin creating online LOCDs in the CHAMPS LOCD system effective Monday, November 2nd. CHAMPS is accessed from the State of Michigan's Single Sign-on (SSO). To login or register for SSO or CHAMPS access, visit <https://sso.state.mi.us/>. The CHAMPS LOCD is available 24 hours a day, seven days a week.

**Do not recreate online LOCDs in CHAMPS that you created in the legacy LOCD system.**

If you have questions about using the LOCD in CHAMPS, contact the Provider Support helpline at 1-800-292-2550 or [providersupport@michigan.gov](mailto:providersupport@michigan.gov).

Sincerely,



Chris Priest, Director  
Medical Services Administration