

July 7, 2016

<Provider Name>  
<Provider Address 1>  
<Provider Address 2>  
<Provider City> <State> <zipcode5-zipcode4>

Dear Home Health Agency Provider:

**RE:** Receipt of Medicaid Provider Updates and Policy

The purpose of this letter is to remind Medicaid home health agencies of their obligation to be informed of Medicaid policy updates and to maintain current contact information in the Community Health Automated Medicaid Processing System (CHAMPS).

The Michigan Department of Health and Human Services (MDHHS) Medical Services Administration (MSA) notifies affected providers of policy changes and updates based on contact information in CHAMPS. Home health agency providers may verify contact information by logging into CHAMPS and navigating to "Provider Basic Information" and "Primary Practice Location" to view email and mailing addresses respectively. For questions or problems with changing contact information, providers should call the CHAMPS provider hotline at 800-292-2550 or email [providersupport@michigan.gov](mailto:providersupport@michigan.gov).

An e-mail ListServ is also available for providers to receive automated announcements regarding the Michigan Medicaid Program (i.e., changes to policy, billing issues, training opportunities, etc.). Providers who have not already done so may access subscription instructions posted on the MDHHS website at [www.michigan.gov/medicaidproviders](http://www.michigan.gov/medicaidproviders) >> Click "ListServ Instructions" under Hot Topics. ListServ instructions are also attached to this correspondence. If your agency is already receiving MDHHS updates through the ListServ no changes to your subscription are necessary.

Home health agencies may also access policy updates on an as needed basis through accessing the MDHHS website located at [www.michigan.gov/medicaidproviders](http://www.michigan.gov/medicaidproviders) and then navigating to the various MDHHS topics and communications.

Sincerely,



Chris Priest, Director  
Medical Services Administration

enclosure

# Michigan Department of Health and Human Services (MDHHS)

## Michigan Medicaid ListServ

### **What is the MDHHS Medicaid ListServ?**

As a means of promoting better service to and improving communications with Medicaid-enrolled providers and individuals who may be interested in the Michigan Medicaid Program, MDHHS offers an electronic, subscription-based e-mail notification service (listserv). This system notifies subscribers of important news relative to the Michigan Medicaid Program, i.e., changes to Medicaid policy, billing issues, training opportunities, etc.

### **How Do I Join the List?**

This communication tool was developed to distribute information to subscribers interested in information appropriate to specific providers/provider groupings. The information below provides topic names and the provider types/subject areas covered. You may choose individual topic groups or you may select the 'All Medicaid Information' group which will provide you with information applicable to all groups. To make your selections visit: <https://public.govdelivery.com/accounts/MIDHHS/subscriber/new>

The following is a listing of the Medicaid topics and which providers are applicable to each group:

TOPIC	THIS LIST WILL PROVIDE INFORMATION FOR:
ALL_PROV	All Medicaid providers. All emails that are submitted through any of the topics below will also be submitted through this topic. If you would like to receive all notifications, you will only need to sign up for this topic.
PRO_PROV	All Professional providers. Provider types that are included in this topic will be Physicians, Non Physicians (i.e., Nurse Practitioners and Audiologist), Medical Group (Family Planning Clinics, Child and Adolescent Health Center & Programs, Federally Qualified Health Centers, Rural Health Clinics, Tribal Health Centers), Local Health Departments, Suppliers (i.e., Medical Supply Company, Hearing Aid Dealer, Hearing Centers), Chiropractics, Optometry, Podiatry, Transportation Ambulance, and Laboratory providers.
INST_PROV	All Institutional providers. Provider types that are included in this topic will be Entities (Rehabilitation Facilities, Private Duty Nursing Agencies, Hospitals, Nursing Facilities, and End Stage Renal Disease Facilities), Hospice, and Home Health.
DENTAL_PROV	All Dental providers. Provider types that are included in this topic will be Dentists and Dental Groups.
ELECTRONIC_BILLING	This topic will provide information for all billing agents or electronic submitters. Anyone interested in electronic billing may sign up for this topic.
CLINICS	Family Planning Clinics, Child and Adolescent Health Center & Programs, Federally Qualified Health Centers, Rural Health Clinics, Tribal Health Centers, Maternal and Infant Health Program
CMH_PROVIDERS	Community Mental Health Providers and waiver programs.
MHP_PROV	Medicaid Health Plans and Medicaid County Health Plans.
MICHILD_PROV	MiChild providers
SBS_PROV	School Based Services providers
PHARM_PROV	Pharmacy Providers and Pharmacies that provide Medical Supplies
CSHCS_PROV	Children's Special Health Care Services providers
HOMEHELP_PROV	Home Help providers
ADULTFOSTERCARE_PROV	This list provides information for Adult Foster Care and Home for the Aged providers.

### **ListServ Use**

This server is used to transmit information only from Medicaid. Recipients should not reply. ListServ messages will be delivered to the e-mail you used to subscribe and will be from MDHHS@govsubscriptions.michigan.gov. If you should have filters established for your e-mail system, please make adjustments to receive mail from this sender.

### **ListServ Maintenance**

You may edit your subscription preferences, change your e-mail address or leave any or all of the topics you are subscribed to by visiting <https://public.govdelivery.com/accounts/MIDHHS/subscriber/new>.