

Provider Enrollment for Brain Injury Service Providers

Background

As outlined in [MSA 20-55](#) the Traumatic Brain Injury Rehabilitation Program section of the Special Programs chapter within the Medicaid Provider Manual was replaced with a new Brain Injury Services (BIS) chapter. This program provides critical brain injury-specific rehabilitation and support service and as such Brain Injury Service providers must have the appropriate accreditation, certifications, or specialized training in serving individuals with brain injuries. BIS providers who provide services to Medicaid beneficiaries must be actively enrolled in the Community Health Automated Medicaid Processing System (CHAMPS) – the state’s online Medicaid enrollment system. For additional policy and accreditation requirements review the [Michigan Medicaid Provider Manual](#), chapters General Information for Providers and Brain Injury Services. For help determining the process of enrollment into CHAMPS review the below:

Determine CHAMPS Enrollment Type

There are three different enrollment types for BIS providers to select from. Read through the below definitions to determine the appropriate enrollment type in CHAMPS.

- **Rendering/Serviceing:** A Rendering/Serviceing provider is one who provides services through a Group, Facility, Agency, Organization, or Individual/Sole Proprietor. A Rendering/Serviceing provider does not bill directly to Michigan Medicaid. The Billing Provider that is associated to this applicant type, submits claims and receives payments for the Rendering/Serviceing provider. This Billing Provider must be approved in CHAMPS prior to the submission of a new enrollment application for a Rendering/Serviceing provider.
- **Individual/Sole Proprietor:** A Individual/Sole Proprietor is a provider that owns his/her own practice. This provider will receive payments directly from MDHHS for services rendered at their practice. An Individual/Sole Proprietor may associate to other entities and Rendering/Serviceing providers may associate to an Individual/Sole Proprietor.
- **Facility/Agency/Organization (FAO):** A Facility / Agency / Organization (FAO) provider is an entity that provides health care services. An FAO includes Hospitals, Nursing Facilities, Laboratories, etc., and have a Type 2 NPI number associated to them. Providers who need to associate to an FAO will need to wait until the FAO enrollment application has been approved in CHAMPS.

CHAMPS Enrollment Resources

After selecting the appropriate enrollment type utilize the below instructions to successfully enroll in CHAMPS. When adding a specialty and subspecialty select the brain injury specialty that will be performed. It is important to note that providers who will enroll as Individual/Sole Proprietor or a Facility/Agency/Organization need to register with [SIGMA](#) prior to starting the enrollment process.

Rendering/Servicing Resources

- Rendering Enrollment Checklist - [PDF](#)
- [CHAMPS Enrollment Application: Rendering/Servicing User Guide](#): To associate to an FAO or Individual provider reference Step 3: Associate Billing Provider.
 - Step 1: Provider Basic Information - [PDF](#), [Recording](#)
 - Step 2: Add Specialties - [PDF](#), [Recording](#)
- Specialty: Certified Brain Injury Specialist,
- Subspecialty: Primary Specialty or No Subspecialty
- License certification/accreditation: Certified Brain Injury Specialist

Individual/Sole Proprietor Resources

- Individual Enrollment Checklist - [PDF](#)
- [CHAMPS Enrollment Application: Individual/Sole Proprietor User Guide](#): To associate to an FAO provider reference Step 4: Associate Billing Provider/Other Associations.
 - Step 1: Provider Basic Information - [PDF](#), [Recording](#)
 - Step 2: Add Locations - [PDF](#), [Recording](#)
 - Step 8: Add Provider Controlling Interest/Ownership Details - [PDF](#), [Recording](#)
- Specialty: Certified Brain Injury Specialist
- Subspecialty: Primary Specialty or No Subspecialty

Facility/Agency/Organization (FAO) Resources

- Facility/Agency/Organization Enrollment Checklist - [PDF](#)
- [CHAMPS Enrollment Application: Facility/Agency/Organization User Guide](#)
 - Step 2: Add Locations - [PDF](#)
 - Step 13: Fee Payment - [PDF](#)
- Brain Injury Specialty FAO Enrollment Instructions- [PDF](#)
- Specialty: Brain Injury Outpatient or Brain Injury Transitional Residential
- License certification/accreditation: American Association for Accreditation of Ambulatory Surgery Facilities (AAAASF) or Commission on Accreditation of Rehabilitation Facilities (CARF)

Additional Resources

- Provider Enrollment Webpage: <https://www.michigan.gov/mdhhs/doing-business/providers/providers/medicaid/provider-enrollment>
- CHAMPS Direct Data Entry Claims Resources: https://www.michigan.gov/mdhhs/0,5885,7-339-71547_4860_78446_78448_78460-471918--,00.html
- CHAMPS Eligibility Resources: https://www.michigan.gov/mdhhs/0,5885,7-339-71547_4860_78446_78448_78460-471920--,00.html
- MDHHS Traumatic Brain Injury website: https://www.michigan.gov/mdhhs/0,5885,7-339-71550_2941_4868_42176---,00.html
- For additional assistance contact Provider Support at 1-800-292-2550 or ProviderEnrollment@michigan.gov