

## KY REC Tip for the Kentucky Medicaid EHR Incentive Program (Promoting Interoperability)

### CMS Registration Checklist

Have you checked the CMS Registration site for any providers new to your practice?

Make sure the EP has an active and approved enrollment record in the Provider Enrollment, Chain and Ownership System (PECOS). If they do not have a record in PECOS, their registration status will remain in an “issue pending” status until they have an active enrollment record in PECOS.

Visit the Registration Tab on the [Registration and Attestation Website](#) to ensure your EP information is accurate (such as the Payee selection and email address). CMS will communicate with EP about the Incentive Programs using the email address on file on the Personal Information page of the Registration and Attestation website.

Anyone submitting attestations on behalf of the provider should have an Identity and Access account. The provider would need to give you permission through this site for the EHR Incentive Program. The website for the Identity and Access Management System is <https://nppes.cms.hhs.gov/IAWeb/warning.do?fwdurl=/login.do>. If there is a new provider added or if it is a new person submitting attestations, this would need to be completed prior to attestation. The password is the same as the CMS EHR ID and password, as well as PECOS and NPES.



### Common Errors:

- Not updating EP [business address and company information](#) on CMS Registration site. (See Step 8)
- Failing to check details listed on attestation screen about EP when completing the attestation.
- Not updating EP information 24-72 hours before attestation.
- Failing to keep a copy of Submission Receipt.
- Failing to keep a copy of registration confirmation email from CMS.

### Best Practices:

- Each time a provider joins your practice, check CMS registration site to update business address, employer information, and payee information.
- Check details closely on Verify Registration page before submitting registration.
- Print copy of your registration verification and confirmation email from CMS.
- If provider is reassigning payment to group, make sure group NPI is listed on the personal information screen under Group Reassignment Payee NPI Selection.
- Resolve any errors listed immediately. If you do not understand the error message, contact the help desk.
- Check status of your registration within 72 hours of completing/updating the registration.

### CMS Help Desks:

CMS has several help desks available to provide you with assistance on the EHR Incentive Programs:

#### EHR Information Center

(888) 734-6433 / TTY (888) 734-6563

#### NPPES

<https://nppes.cms.hhs.gov/#/>

(800) 465-3203 / TTY (800) 692-2326

#### PECOS

<https://pecos.cms.hhs.gov/pecos/login.do#headingLv1>

(866) 484-8049 / TTY (866) 523-4759

#### Identification & Access Management System (I&A)

PECOS External User Services (EUS) Help Desk: (866) 484-8049

[EUSupport@cgi.com](mailto:EUSupport@cgi.com)