

DEPARTMENT OF SOCIAL SERVICES

DIVISION OF MEDICAL SERVICES 700 GOVERNORS DRIVE PIERRE, SD 57501-2291 PHONE: 605.773.3495 FAX: 605.773.5246 WEB: <u>dss.sd.gov</u>

To: Primary Care Provider (PCP) and Health Home (HH) Providers

From: South Dakota Medicaid

Date: April 27, 2021

RE: Online Provider Selection Tool for the PCP and HH Programs

Effective June 1, 2021, South Dakota Medicaid will require clinics with providers who have closed caseloads to use our secure online provider selection tool when adding a new recipient to the PCP and HH program. This easy-to-use tool is available at <u>https://dss.sd.gov/pcphhselection</u>.

The Online Provider Selection Tool allows the required approval forms/letters to be submitted securely along with the selection/change. It has several advantages for providers including eliminating the need to fax or send forms, automating the process to ensure accuracy and consistency, and safeguarding Protected Health Information.

DSS has developed a webinar and slide show to help walk you through how to use this tool. This webinar can be found under Online Selection Tool on <u>https://dss.sd.gov/medicaid/providers/</u>.

Providers may need to access the eligibility inquiry in our <u>Medicaid portal</u> to determine a recipient's case number. Access to the Medicaid portal must be granted by the Provider Administrator for your organization. If you are unsure of your clinic's Provider Administrator, please call 1-800-452-7691 or send an email to <u>DSSOnlinePortal@state.sd.us</u>.

The Department of Social Services does not exclude, deny benefits to, or otherwise discriminate against any person on the basis of actual or perceived race, color, religion, national origin, sex, age, sexual orientation or disability in admission or access to, or treatment or employment in its programs, activities, or services. For more information about this policy or to file a Discrimination Complaint you may contact: Discrimination Coordinator, Director of DSS Division of Legal Services, 700 Governor's Drive, Pierre SD 57501, 605-773-3305.

ATENCIÓN: si habla español, tiene a su disposición servicios gratuitos de asistencia lingüística. Llame al 1-800-305-9673 (TTY: 711).

ACHTUNG: Wenn Sie Deutsch sprechen, stehen Ihnen kostenlos sprachliche Hilfsdienstleistungen zur Verfügung. Rufnummer: 1-800-305-9673 (TTY: 711).