



State of New Jersey  
Department of Human Services  
Division of Medical Assistance and Health Services

# MEDICAID ALERT

August 1996

**TO:** All Providers

**SUBJECT:** Ongoing Training

**PURPOSE:** The Division of Medical Assistance and Health Services is pleased to introduce a newly developed ongoing training program for the provider community. The program will consist of three tiers. Sessions will be held regionally at State-designated Medicaid District Offices (MDOs) and at Unisys, the Medicaid fiscal agent. The Medicaid District Offices to be used are:

Passaic MDO  
66 Hamilton Street  
Paterson, NJ

Burlington MDO  
50 Rancocas Road  
Mt. Holly, NJ

Essex MDO  
153 Halsey Street  
4th Floor  
Newark, NJ

Camden MDO  
101 Haddon Avenue  
5th Floor  
Camden, NJ

Monmouth MDO  
1003 Highway 9 North  
Howell, NJ

## Program Description

**Tier I** Welcome to the New Jersey Medicaid Program. This program is designed for the newly enrolled provider. The program will be a maximum of 3 hours in length.

### Specifics:

- A designated MDO staff person will present a brief summary of:

The DMAHS and its role in the Medicaid program;

The MDO's function and how it may offer assistance in the future;

The Medicaid program, services offered, policy manual, and fee-for-service vs. managed care will be discussed.

- Unisys training staff will complete the session by providing an orientation to the billing process.
- Classes will be limited to 20 participants.

**Tier II**     **Orientation to the NJMMIS Billing Process**. This program is designed to provide newly hired billers an orientation to the New Jersey Medicaid billing process.

**Specifics:**

- Unisys will provide an orientation to the billing process.
- A State representative will be available to address policy-related questions.
- Classes will be limited to 20 participants.

**Tier III**     **Resolving Ongoing Billing Dilemmas**. This course has been designed to assist established billers in solving claim form submission and processing problems. Discussions will revolve around individual provider billing difficulties.

**Specifics:**

- Providers may contact Unisys Representatives by phoning 1-800-776-6334 to arrange to meet with a Unisys Trainer at a designated State site.

**Refer to the Remittance Advice Message section for dates and times of a session being held near you.**

**RETAIN THIS MEDICAID ALERT CHRONOLOGICALLY BEHIND THE ALERTS TAB (GREEN TAB MARKED "4")**