

Dental Provider Credentialing Checklist

Dental providers will need the following information to complete the MO HealthNet enrollment application:

- Dental provider license number
- Medicare ID number (if applicable)
- Payee information and Medicaid ID number
- Tax ID Number or EIN
- Bank Information including account and routing numbers

- Complete Enrollment Application Online at MMAC.MO.GOV or emomed.com

Online Provider Enrollment Instructions: MO HealthNet (Missouri Medicaid) Provider Enrollment Guide | Rise 360

*Practices new to Medicaid will enroll with their Group NPI first (Application 50 Clinic), and then the individual providers (Application 40 Dentist). See [MO HealthNet Enrollment](#) tutorial for support.

- Mail These Supporting Documents to: OR Fax to 573-634-3105

Missouri Medicaid Audit & Compliance
PO Box 6500, Jefferson City MO 65102
ATTN: Provider Enrollment

Dentist*: MO HealthNet (Missouri Medicaid) Provider Enrollment Guide | Rise 360

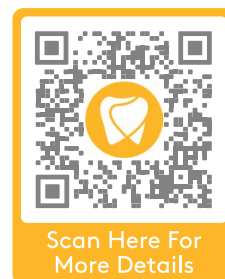
- Title XIX Participation Agreement (Last page of the online application with confirmation number)
- Business Organizational Structure Form**
- IRS Documentation with legal name and tax ID pre-printed on the document by the IRS
- EFT Information - voided check and bank letter
- Copy of Provider's License or Social Security Card
- Medicare Letter (if applicable)
- Specialty certificates or permits

*The name on the voided check and letter, the name on the IRS Documentation, and the name of the Payee listed on the application must all match.

- Follow up with MMAC.ProviderEnrollment@dss.mo.gov to confirm that all your documents were received. If all required documents are received, MO HealthNet enrollment takes about two weeks to complete.
- Start Credentialing with the Managed Care plans using the information below:

- UnitedHealthcare
uhcprovider.com
800-822-5353
ce_packetrequest@uhc.com
- Healthy Blue/DentaQuest
dentaquest.com/provider-enrollment
844-234-9832
provider.healthybluemo.com
- Home State/Envolve
envolvedental.com/providers/join-our-network.html
855-735-4395
providerrelations@envolvehealth.com

Questions? Contact Jessica Emmerich, Dental Medicaid Facilitator, Missouri Coalition for Oral Health, jemmerich@oralhealthmissouri.org, Call or Text 573-536-2474.



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Brought to you by the Missouri Coalition for Oral Health and the Missouri Dental Association, in collaboration with MO HealthNet

*Credentialing with the Managed Care plans can take 45-60 business days.

Dental Practice/Clinic Credentialing Checklist

Dental practices that are new to Medicaid should enroll with MO HealthNet and the Managed Care plans as well. Practices will use their Group NPI (Type II) and complete MO HealthNet application 50 (Clinic) using the practice information.

Dental practices will need the following information to complete the MO HealthNet enrollment application:

- Group (Type II) NPI number
- Tax ID Number or EIN
- Medicare ID number (if applicable) – Application fee can be waived if the practice is enrolled with Medicare
- Payee information
- Bank Information including account and routing numbers

- Complete Enrollment Application Online at MMAC.MO.GOV or emomed.com

Online Provider Enrollment Instructions: MO HealthNet (Missouri Medicaid) Provider Enrollment Guide | Rise 360

- CMS requires an application fee of \$709 for all clinic applications, unless the practice is enrolled with Medicare. This application fee can be paid electronically using a credit card, debit card, or e-check through **Jet Pay**. Practices also have the option of submitting a cashier's check or money order, made payable to DSS-MMAC Application Fee. **Missouri Medicaid Audit & Compliance Application Fee**

- Mail These Supporting Documents to: OR Fax to 573-634-3105

Missouri Medicaid Audit & Compliance
PO Box 6500, Jefferson City MO 65102
ATTN: Provider Enrollment

Independent Clinic*: MO HealthNet (Missouri Medicaid) Provider Enrollment Guide | Rise 360

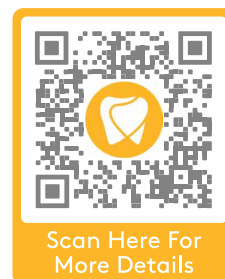
- Title XIX Participation Agreement (Last page of the online application with confirmation number)
- Business Organizational Structure Form** and supporting documents (Articles of Incorporation/ Organization, Current Certificate of Good Standing, LLC Operating Agreement, etc.). **Business Organizational Structure Form - Overview | Rise 360**
- IRS Documentation with legal name and tax ID pre-printed on the document by the IRS
- EFT Information - voided check and bank letter
- Medicare Letter (if applicable)
- Specialty certificates or permits
- Copy of confirmation of Application Fee Payment

*The name on the voided check and letter, the name on the IRS Document, and the name of the Payee listed on the application must all match.

- Follow up with MMAC.ProviderEnrollment@dss.mo.gov to confirm that all your documents were received.

- Start Credentialing with the Managed Care plans

Questions? Contact Jessica Emmerich, Dental Medicaid Facilitator, Missouri Coalition for Oral Health, jemmerich@oralhealthmissouri.org, Call or Text 573-536-2474.



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