

Department of Health & Social Services



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

DIVISION OF HEALTH CARE SERVICES
Pharmacy Services

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July 13, 2020

The Alaska Medicaid Pharmacy Team invites pharmacists who work in a community-based practice setting and wish to enroll with Alaska Medicaid as a licensed provider to attend one of the upcoming **Pharmacist Enrollment** training sessions on either **Monday, July 20 from 2pm – 4pm AKDT** or **Friday, July 24 from 11am – 1pm AKDT**.

During this training session we will be walking you through how to:

- Enroll individual pharmacists working within your organization as rendering providers consistent with 42 CFR 455.400 *et seq.*
- Enroll as a Pharmacy Professional Group to bill for non-dispensing pharmacist professional services.

To facilitate the success of the enrollment process, we will be utilizing a *train-the-trainer model*. This entails requiring one or more designated trainers from your organization to attend one of the enrollment training sessions who will serve as primary contact(s). That organizational trainer in turn will provide the names of the pharmacists within their organization they will be training on how to successfully enroll in the event an individual pharmacist is unable to attend personally. Once the trainer has completed the enrollment training and the pharmacist names are received by the Medicaid program, you will receive an enrollment window within which your pharmacists will be able to submit their individual applications to Alaska Medicaid.

We ask that you prioritize the pharmacists within your organization for enrollment based on (1) participation in community pharmacy COVID-specific activities and (2) pharmacists-in-charge followed by (3) pharmacists providing vaccine services. The purpose of the training requirement and enrollment windows is to ensure pharmacists are knowledgeable about how to enroll, to prioritize the pharmacists who will be billing services immediately, and to manage the volume of applications. Since each application requires risk-based screening, it is necessary to structure the enrollment process accordingly and assure that applications are complete and accurate when submitted. This will ensure the enrollment process is efficient and minimizes frustration, rejected applications, or potential future adverse action.

Pharmacists who are not affiliated with a Medicaid enrolled billing provider or who do not plan to bill Medicaid for services rendered within the next 60 days should not enroll at this time. Only pharmacists who work in a community based setting (i.e., non-inpatient hospital setting) are eligible to enroll.

The program is committed to a sustainable future recognizing pharmacists as critical members of the health care team in Alaska. We are excited to provide this opportunity to you and your pharmacists in service to our members.

Sincere regards,

A handwritten signature in blue ink that reads "Erin Narus, PharmD, RPh".

Erin Narus, PharmD, RPh
Pharmacy Services Manager
Health Care Services, Alaska Medicaid
erin.narus@alaska.gov
907.334.2425

cc: Jason Ball; Tracey Marshall; Renee Gayhart; Charles Semling

Pharmacist-Focused Training Sessions (July)

Date	Time	Training Topic	Domain
7/20/2020, Monday	2pm – 4pm AKDT	Pharmacist Enrollment	Enrollment
7/24/2020, Friday	11am – 1pm AKDT	Pharmacist Enrollment	Enrollment
7/29/2020, Wednesday	1pm – 3pm AKDT	Pharmacist COVID-19 Testing Billing	Billing
7/31/2020, Friday	1pm – 3pm AKDT	Pharmacist Professional Services and Pharmacy Medical Supplier Billing	Billing

Additional training dates will be announced for August. To sign-up your organization's trainers or other individual pharmacists from your organization for Provider Enrollment training, please send an email to the following email box with the names and emails of your staff who will be attending and which training session they will be attending. Please include the name of the pharmacy or other Medicaid enrolled provider when submitting your list of pharmacists.

DL-AK-Learn@conduent.com

All of the Pharmacist Enrollment sessions will cover the same information. Enrollment training guides will be available. Individual pharmacists may attend the training sessions in addition to your organization's designated trainers, but we request that as much as possible your organization helps to prioritize which pharmacists need to be enrolled first. Pharmacy Professional Group (PPG) enrollment, an organizational enrollment, will be discussed during training; pharmacy owners or their designees should plan to attend the training.

Steps to Enrollment:

1. Identify individuals within your organization to serve as trainers.
2. Email the list of your trainers and their email addresses to DL-AK-Learn@conduent.com with your desired training dates. If other individual pharmacists within your organization will be attending training, please ensure they sign-up through the same email. When your organization sends in your trainer list, please also provide an overall anticipated number of individual pharmacists who will be eventually enrolling from your organization. Individual pharmacists must be affiliated with a Medicaid-enrolled billing organization who will set enrollment priority.
3. Trainers and other pharmacists from your organization attend training.
4. Trainers provide the names and email addresses for the individuals they will be training to DL-AK-Learn@conduent.com based on your organization's prioritization. Please include priority levels for the individual pharmacists as follows:
 - Priority 1.** COVID-specific activities
 - Priority 2.** Pharmacist-in-Charge
 - Priority 3.** Vaccine Services
5. Alaska Medicaid will email the individual pharmacist his/her assigned enrollment window dates with a copy to the trainer. If your organization chooses, we can send the assigned enrollment window to the trainer to disseminate to the pharmacists.
6. Pharmacist may enroll within assigned enrollment window.
7. Pharmacist affiliates with Pharmacy Professional Group or other approved organizational enrollment.

If you have any specific questions on this notice, please feel free to reach out to Erin Narus, PharmD, RPh at erin.narus@alaska.gov or 907.334.2425. Detailed application steps will be outlined in the trainings and the training guides as well as key contact resources that should be used during the enrollment application process. Pharmacists should not attempt to enroll without attending a training session or who have an organizational trainer. Pharmacists should not attempt to enroll outside of their assigned enrollment window without contacting the program (erin.narus@alaska.gov).