

MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES

NOTICE OF PROPOSED POLICY

Public Act 280 of 1939, as amended, and consultation guidelines for Medicaid policy provide an opportunity to review proposed changes in Medicaid policies and procedures.

Please review the policy summary and the attached materials that describe the specific changes being proposed. Let us know why you support the change or oppose the change.

Submit your comments to the analyst by the due date specified. Your comments must be received by the due date to be considered for the final policy bulletin.

Thank you for participating in the consultation process.



Director, Program Policy Division  
Bureau of Medicaid Policy, Operations, and Actuarial Services

**Project Number:** 2340-HH    **Comments Due:** October 31, 2023    **Proposed Effective Date:** As Indicated

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**Policy Subject:** Change to Home Help Agency Provider Community Health Automated Medicaid Processing System (CHAMPS) Enrollment

**Affected Programs:** Medicaid, Healthy Michigan Plan

**Distribution:** Home Help Agency Providers

**Policy Summary:** This policy notifies Home Help agency providers that the National Provider Identifier (NPI) field in the Community Health Automated Medicaid Processing System (CHAMPS) will open on December 18, 2023.

**Purpose:** To advise Home Help agency providers of the date they can begin entering an NPI into CHAMPS and the potential impacts of this change on their CHAMPS enrollment and Home Help payments.

# Proposed Policy Draft

Michigan Department of Health and Human Services  
Behavioral & Physical Health and Aging Services Administration

**Distribution:** Home Help Agency Providers

**Issued:** November 1, 2023 (Proposed)

**Subject:** Change to Home Help Agency Provider Community Health Automated Medicaid Processing System (CHAMPS) Enrollment

**Effective:** As Indicated (Proposed)

**Programs Affected:** Medicaid, Healthy Michigan Plan

The purpose of this bulletin is to advise Home Help agency providers of an important change to the Community Health Automated Medicaid Processing System (CHAMPS). **On December 18, 2023, the National Provider Identifier (NPI) field in the Home Help agency provider CHAMPS enrollment will open. Home Help agency providers can begin entering an NPI into CHAMPS on this date.** This change will have the following impacts:

- **CHAMPS Modifications:** Beginning December 18, 2023, a Home Help agency provider will only be able to save changes made in its CHAMPS enrollment if its NPI is entered in the NPI field.
- **CHAMPS Revalidation:** Home Help agency providers must revalidate their CHAMPS enrollment information a minimum of once every five years. MDHHS end-dates the CHAMPS enrollment and stops the payments of any Home Help agency provider that does not revalidate. MDHHS will notify a Home Help agency provider when revalidation is due. Beginning December 18, 2023, Home Help agency providers must have an NPI in the NPI field of their CHAMPS enrollment to complete revalidation.
- **Electronic Visit Verification:** Per Bulletin [MMP 23-42](#), issued on June 30, 2023, Home Help agency providers must obtain an NPI and add it to their CHAMPS enrollment in preparation for Electronic Visit Verification (EVV). Home Help payments may be impacted if a Home Help agency provider has not entered an NPI in CHAMPS by the date Home Help agency providers must begin using EVV.

To get an NPI, complete the online application at the National Plan and Provider Enumeration System (NPPES) website at <https://nppes.cms.hhs.gov>. Home Help agency providers must enroll as a Type 2 (Organization) NPI.