

# Targeted Case Management (TCM): New Provider Start-up Protocol for Children and Adolescents

1. New targeted case management (TCM) providers for Children & Adolescents, also known as care coordination, require a letter of support from the CSA/LBHA that they have been selected through the RFP process. They also require a distinct National Provider Identifier (NPI) # and a Medical Assistance (MA) # (*instruction below*).

2. To apply for an NPI #, a provider should access the following link/website:

<https://nppes.cms.hhs.gov/#/>

Users must create a log-in and then they will be able to complete an application for an NPI number. This should take place before applying for Medicaid.

3. To apply for a MA#, providers fill out the application for Medicaid (located on MDH website – see link below for application and instructions) and send to the MDH Medicaid Office of the Behavioral Health Unit the completed application, along with the CSA/LBHA letter of support, and completed child and adolescent provider attestation form.

The MDH link for the updated Medicaid provider application and provider agreement is at the web address below. Once on this site, scroll down to the letter M, find Mental Health Case Management and click on the X adjacent to this on the right side of the page. This will open the PDF version of the Application to become a Medicaid facility (provider).

<https://mmcp.health.maryland.gov/pages/Provider-Enrollment.aspx>

4. For related inquiries, email the Medicaid Office of Health Services Behavioral Health Unit, using the email address below. A staff member will contact you.

[mdh.bhenrollment@maryland.gov](mailto:mdh.bhenrollment@maryland.gov)

For technical support MDH recommends providers call the ePREP helpline at 844-463-7768

5. MDH and/or BHA will notify the Administrative Service Organization (ASO) that the new Targeted Case Management program is approved and can begin providing services and billing.

6. **No backdating can be approved for TCM, so the NPI and MA numbers must be acquired prior to providing or billing for services.**

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