



HEALTH CARE PROVIDER ACCESS AGREEMENT

Section 1- User Information		<input checked="" type="checkbox"/> Employee <input type="checkbox"/> Contractor (check one)
Name	Email address	Utahid (not email)
Employer	Office	Job Title
Street Address	City/State/Zip	Work phone
Supervisor Name	Supervisor email	Supervisor phone
Section 2- Access Information		<input checked="" type="checkbox"/> New <input type="checkbox"/> Change (check one)
Request Date	Effective Date	Expiration Date (If temp access)
C3 Profiles <i>(See page 2 for profile descriptions)</i> Provider Domain Name: <input type="text"/> Provider NPI: <input type="text"/> <input type="checkbox"/> Provider Account Administrator* (approval in Section 4 below) Other access: <input type="text"/>	EXT PROVIDER <input type="checkbox"/> Claims Submitter <input type="checkbox"/> Claims Inquiry <input type="checkbox"/> Claims Processor <input type="checkbox"/> Credentialing Specialist (enroll/modify) <input type="checkbox"/> EDI Analyst (view HIPAA response/acknowledgement, upload HIPAA files, view TPN information) <input type="checkbox"/> EHR Incentive Specialist (eMIPP access) <input type="checkbox"/> Member eligibility inquiry <input type="checkbox"/> PA (create/modify) <input type="checkbox"/> PA/Admission (create/modify & create admission record) <input type="checkbox"/> TPL (create lead, view member TPL) <input type="checkbox"/> Upload Files (document uploads) <input type="checkbox"/> View Only (provider enrollment) <input type="checkbox"/> Local Health Department (restricted to LHD domains only)	PEGA CARE MANAGEMENT <u>EPAS/Waivers</u> <input type="checkbox"/> Provider Domain Admin-EXA* <input type="checkbox"/> Provider Domain Admin-SCA* <input type="checkbox"/> EP Assessor <input type="checkbox"/> EP Assessor Trainee <input type="checkbox"/> EP Manager <input type="checkbox"/> EP Service Coordinator <input type="checkbox"/> EP Service Coordinator Trainee <u>Aging Waiver</u> <input type="checkbox"/> Provider Domain Admin* <input type="checkbox"/> CMA-AG Case Manager <input type="checkbox"/> CMA-AG Case Manager Trainee <input type="checkbox"/> CMA-AG Manager <input type="checkbox"/> CMA-AG Physician <input type="checkbox"/> CMA-AG Registered Nurse <input type="checkbox"/> CMA-AG RN Trainee <input type="checkbox"/> CMA-AG Intake Worker <u>New Choices Waiver</u> <input type="checkbox"/> Provider Domain Admin* <input type="checkbox"/> CMA-NC Case Manager <input type="checkbox"/> CMA-NC Case Manager Trainee <input type="checkbox"/> CMA-NC Manager <input type="checkbox"/> CMA-NC Registered Nurse <input type="checkbox"/> CMA-NC RN Trainee
Justification for access (required)		
Section 3- Security Agreement Approvals		
Provider Approval- <i>I attest the requested access is appropriate and necessary for this individual to perform assigned job duties. I understand training on system use is the supervisor's responsibility. I agree to promptly report any changes in this employee's job duties which impact system use to our PRISM account administrator.</i>		
Supervisor Signature:		Date:
User Acknowledgement- <i>I agree to comply with the PRISM Access Agreement (located at https://medicaid.utah.gov/become-medicaid-provider) and agree the requested access is appropriate for my use.</i>		
User Signature:		Date:
Section 4- Account Administrator Agreement/Approval*		
User _____ (initial) <i>I acknowledge the Provider Account Administrator profile is considered privileged access for the purpose of user management and includes other security duties such as, but not limited to, maintaining appropriate user access documentation and performing user activity reviews.</i>		
Provider _____ (initial) <i>I authorize this individual to serve as the PRISM account administrator for my organization.</i>		



PRISM USER PROFILE DESCRIPTIONS

Claims Inquiry - Provider	Ability to inquire on claims, including pharmacy claims.
Claims Processor - Provider	Ability to submit claims, inquire on claims including pharmacy claims, and adjust/void claims.
Claims Submitter - Provider	Ability to submit claims.
EXT Admission/PA Provider Access	To create a Prior Authorization, or Modify a PA not in a final status. Access to create an Admission Record for Nursing Facility and Hospice.
EXT Provider EDI Analyst	View HIPAA Response/Acknowledgements and upload HIPAA files. View TPN Information.
EXT Member Provider Access	Member Eligibility Inquiry.
EXT PA Provider Access	Create a Prior Authorization, or Modify a PA that is not in a final status.
EXT Provider Account Administrator	Access to Provider Enrollment screens. Add and Manage Provider Users for the Domain.
EXT Provider Credentialing Specialist	Access to enroll and modify all Provider Enrollment screens for a provider.
EXT Provider EHR Incentive Specialist	Access to the eMIPP Provider screens
EXT Provider Upload Files	Access to upload documents for a provider.
EXT Provider View Only	Access to view all Provider Enrollment screens for a provider.
EXT TPL Provider Access	Create TPL Lead, View Member TPL info
Local Health Department	View MC Enrollment, Add/Update Education, View HRA

PEGA USER ROLE DESCRIPTIONS

EPAS Roles	Role Description
EXA-EP Assessor	Works on Criteria scoring as EPAS Assessor in EPAS program
EXA-EP Assessor Trainee	Works as EPAS Assessor trainee in EPAS program
SCA-EP Manager	Reviews as Service Coordinator, prepares care plan, in EPAS program
SCA-EP Service Coordinator	Works as Service Coordinator, prepares care plan, in EPAS program
SCA-EP Service Coordinator Trainee	Works as Service Coordinator Trainee, prepares care plan, in EPAS program
Aging Waiver Roles	
CMA-AG Case Manager	Works as Case Manager in Aging waiver case
CMA-AG Case Manager Trainee	Works as Case Manager Trainee in Aging waiver case
CMA-AG Manager	Manages provider tasks as Case Manager in Aging waiver case
CMA-AG Physician	Works as Physician with case worker in Aging waiver case
CMA-AG Registered Nurse	Works as Registered Nurse with case worker in Aging waiver case
CMA-AG Registered Nurse Trainee	Works as Registered Nurse Trainee with case worker in Aging waiver case
CMA-AG Intake Worker	Works as case worker in Aging waiver case
New Choices Waiver Roles	
CMA-NC Case Manager	Works as Case Manager in NCW case
CMA-NC Case Manager Trainee	Works as Case Manager Trainee in NCW case
CMA-NC Manager	Manages provider tasks as Case Manager in NCW case
CMA-NC Registered Nurse	Works as Registered Nurse with case worker in NCW case
CMA-NC Registered Nurse Trainee	Works as Registered Nurse Trainee with case worker in NCW case