

**Department of Human Services  
Medical Services Division  
Program Integrity Unit (PIU)  
Medicaid Provider Enrollment**

**Effective December 1, 2018**

North Dakota Medicaid provider enrollment staff will not process a request for provider enrollment until the PIU is in **receipt of all** required enrollment documents, in addition to submitting the online application. Unless a retroactive enrollment effective date is requested the application effective date will be the date that staff approve the application.

Provider specialty coversheets are located at:

<http://www.nd.gov/dhs/services/medicalserv/medicaid/provider-enroll-app.html> and clearly indicate the documentation required for enrollment.

It is the provider's responsibility to submit complete and accurate documents that are required for enrollment purposes.

*Consideration for a retroactive enrollment effective date:*

A retroactive enrollment effective date is limited to no more than ninety (90) days\* prior to the date a complete application packet is received. Providers must request a retroactive enrollment effective date, when submitting the complete enrollment packet.

Providers who have requested a retroactive effective enrollment date may submit claims for covered services provided prior to receipt of all required enrollment documents if the provider met all eligibility requirements at the time the service was provided and only if appropriate documentation of the services provided is maintained.

*\*The PIU may consider a retro enrollment effective date that exceeds ninety days for situations involving emergent care provided to a ND Medicaid member.*