IAMHP Informational Notice: Standardized Contracting
and Payment Processing Information Template

Intended Audience
This is an informational notice for all Illinois Medical Assistance Providers that contract, or are considering contracting, with a Medicaid managed care organization (MCO).

Background
In conjunction with the Illinois Department of Healthcare and Family Services (HFS) and the Illinois Health and Hospital Association (IHA), the Illinois Association of Medicaid Health Plans (IAMHP) has developed a standardized template for the purpose of obtaining necessary contracting and payment processing information from MCO-contracted providers.

The template seeks to obtain three categories of information:
1. Information that is required
2. Information that is required only if applicable to your organization
3. Information that is preferred, but not required

The standardized template contains instructions for completing the template. Please review those instructions prior to submitting information to an MCO.

This standardized template will be accepted by all MCOs. Thus, a provider needs to only complete the template one time before submitting to each health plan.

It is recommended that all providers send updated rosters to health plans on at least a monthly basis to ensure provider directories are accurate and claims are adjudicated correctly.   It is also recommended that you submit the information for new providers at the same time that you register those providers with IMPACT.

To be clear, this standardized template not intended for credentialing purposes. All providers who are enrolled in HFS's IMPACT system are considered credentialed for Medicaid and Medicare programs in Illinois. However, the information on this template is needed for provider directories and accurate claims processing. Providers are encouraged to contract with and join MCO networks.

Questions?
If you should have any questions regarding this notice, please contact your MCO provider representative.