

# eMedNY Provider Enrollment Portal



# Agenda

- General Information
- Initial Log-In
- Multi-Factor Authentication (MFA)
- Dashboard Functions
- Provider Profile Functions
- Reminders
- Reference and Contact Information
- Q&A

## General Information

- As of April 1<sup>st</sup>, New York Medicaid practitioners are able to use a new Provider Enrollment Portal
- Portal will enable practitioners to perform numerous maintenance transactions using an easy online process
- Alternative to the current paper process and reduces turnaround time by eliminating the need for postal delivery
- Currently NOT for **New** provider enrollment, revalidation or reinstatement applications

# General Information

- Portal features will ensure the accurate completion of forms and will include instructions to guide you through the process
- Key features of the Portal will include:
  - View Portal transactions in real time
  - Submit address changes
  - Perform DEA license updates
  - Affiliate to groups
  - Add specialties – medical, dental, and more
  - Update EFT information
  - Check the status of maintenance transactions

# General Information

- The Portal will initially be available to the following categories of practitioners:

## COS   Practitioner

0325 - Audiologist  
 0570 - Certified Asthma Educator  
 0571 - Certified Diabetes Educator  
 0140 - Chiropractor  
 0580 - Clinical Psychologist  
 0560 - Clinical Social Worker  
 0200 - Dentist  
 0464 - Doula (Pilot Program)  
 0405 - Eye Prosthesis Supplier/Ocularist  
 1001 - Laboratory Director  
 0525 - Midwife  
 0521 - Licensed Practical Nurse  
 0522 - Registered Nurse

## COS   Practitioner

0469 - Nurse Practitioner  
 0621 - Occupational Therapist  
 0403 - Salaried Optician/Ophthalmic Dispenser  
 0404 - Self-Employed Optician/Ophthalmic Dispenser  
 0421 - Salaried Optometrist  
 0422 - Self-Employed Optometrist  
 0622 - Physical Therapist  
 0460 - Physician  
 0462 - Physician Assistant  
 0500 - Podiatrist  
 0623 - Speech Therapist  
 0444 - Supervising Pharmacist

**NOTE: Currently NOT available for Group, Business and Institutional transactions**

# eMedNY.org

home | self help | glossary | site map

ENHANCED BY Google

What's New | Information | Provider Enrollment | Provider Manuals | Provider Outreach and Training | Contacts | eMedNY HIPAA Support | eMedNY Tools Center | PTAR

**NEW! For Practitioners ONLY**

PROVIDER ENROLLMENT PORTAL

ENROLL TODAY!

**Are you compliant with NYSDOH EFT Requirement?**

Login ePACES  
[ePACES Information](#)

Login eXchange  
[eXchange Information](#)

Provider Enrollment Portal

Web Portal  
[Web Portal Information](#)

Login PTAR  
[PTAR Information](#)

Wage Parity

Electronic Visit Verification (EVV)

welcome to eMedNY

**NEW MEDICARE CARDS**

**MEDICAID MANAGED CARE NETWORK**

**PTAR**  
click here for more information

**REVALIDATION**  
click here for more information

# eMedNY.org

FOR PRACTITIONERS ONLY

## PROVIDER ENROLLMENT PORTAL

Currently, the Provider Enrollment Portal is ONLY AVAILABLE for PRACTITIONERS. Businesses, groups, and institutions will be able to use the Provider Enrollment Portal at a later date. Practitioners are encouraged to use the Provider Enrollment Portal to submit enrollment maintenance transactions and view the status of submissions. Available transactions include: submitting address changes, performing Drug Enforcement Administration (DEA) updates, affiliating individuals to groups, adding specialties, and updating Electronic Funds Transfer (EFT) information. For a complete list of [category of Service codes and forms available on the Provider Enrollment Portal](#), please use the [PE PORTAL COS/FORM LOOKUP TOOL](#).

First, read or print the instructions in Step 1 through Step 6. Once all instructions have been read, continue by clicking on the **PRACTITIONERS: Click Here to Begin** button (coming soon) at the bottom of this page.

### Quick Links

- FAQ's
- Change Email Address
- Identity Access Management Portal For Accessing eMedNY Apps User Guide
- Provider Enrollment Portal COS/Form Lookup Tool

### Upcoming Webinars

|           |                     |          |
|-----------|---------------------|----------|
| 5/10/2022 | 10:00 AM - 11:30 AM | REGISTER |
| 5/25/2022 | 1:30 PM - 3:00 PM   | REGISTER |
| 6/10/2022 | 10:00 AM - 11:30 AM | REGISTER |
| 6/22/2022 | 1:30 PM - 3:00 PM   | REGISTER |

Want to view the training webinar on your own time? Please view the recording of it [here](#).

Step 1
Step 2
Step 3
Step 4
Step 5
Step 6


Step 1

Sign Up for Your eMedNY ID

📄

Note: This is a different eMedNY ID than the ID used for the Provisional Temporary Enrollment Portal.

**1**




Click the **Sign up** link to create an eMedNY ID account.

Clicking on the **Sign Up** link will take you to another screen where you must complete all fields to create a new account.

After your account has been created, return to the login page.

**2**




Fill In Your Information

**A valid email address is required.** A verification code will be emailed to the address entered. Enter that code in the box indicated on the Create Account screen and click on **Register**.

**Create a password that follows the rules below.**

- Password must contain a lower case letter
- Password must contain an upper case letter
- Password must contain a special character
- Password must contain a number
- Password must contain at least 16 characters

**3**



Check Your Email and Activate Your Account

Click on the "Activate Account" link in your email.

PRACTITIONERS: Click Here to Begin

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## Category of Service (COS) Lookup

**PE PORTAL COS/FORM LOOKUP TOOL**

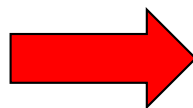
See what Forms/Transactions are available on the Provider Enrollment Portal by searching below.

SEARCH BY:

COS  FORM

Enter the COS or Provider Type:

0460 - Physician



**PE PORTAL COS/FORM LOOKUP TOOL**

See what Forms/Transactions are available on the Provider Enrollment Portal by searching below.

SEARCH BY:

COS  FORM

Enter the COS or Provider Type:

**Available Forms on the Portal for this COS**

**(0460 - Physician)**  
**MAINTENANCE TRANSACTIONS ONLY**

- ✓ Application as a Specialist - form #490301
- ✓ Change of Address - form #610101
- ✓ DEA Update - form #610301
- ✓ Disclosure Form for Practitioners - form #380104
- ✓ Electronic Funds Transfer (EFT) Authorization - form #701101
- ✓ Group Member Affiliation/Disaffiliation Request - form #610202
- ✓ MOMS Application Addendum - form #405201
- ✓ MOMS Info For Providers - form #405101
- ✓ NDPP Recognition Attestation - form #434901
- ✓ Office Based Surgery Program - form #432501
- ✓ Physician Office Lab - CLIA Information - form #408501
- ✓ PPAC Phys Addendum For Enrollment as a Specialist - form #406201
- ✓ PPAC Physician Program Description - form #406101
- ✓ Prior Conduct Questionnaire - form #431001



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## eMedNY Form Lookup

**PE PORTAL COS/FORM LOOKUP TOOL**

See what Forms/Transactions are available on the Provider Enrollment Portal by searching below.

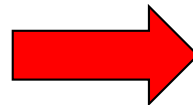
**SEARCH BY:**

COS  FORM

Enter the Form Number or Name:

Application as a Specialist - form #490301

PPAC Phys Addendum For Enrollment as a Specialist - ...



**PE PORTAL COS/FORM LOOKUP TOOL**

See what Forms/Transactions are available on the Provider Enrollment Portal by searching below.

**SEARCH BY:**

COS  FORM

Enter the Form Number or Name:

Application as a Specialist - form #490301  
**TRANSACTION/FORM Available on PORTAL!**  
Only Available for Practitioners and for Maintenance Transactions

# eMedNY.org

FOR PRACTITIONERS ONLY

## PROVIDER ENROLLMENT PORTAL

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Quick Links

### Upcoming Webinars

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Want to view the training webinar on your own time? Please view the recording of it [here](#).

Upcoming Webinars

Steps To Get Started

Step 1
Step 2
Step 3
Step 4
Step 5
Step 6


### Step 1 Sign Up for Your eMedNY ID

**Note: This is a different eMedNY ID than the ID used for the Provisional Temporary Enrollment Portal.**

- Click the **Sign up** link to create an eMedNY ID account.


Clicking on the **Sign Up** link will take you to another screen where you must complete all fields to create a new account.

After your account has been created, return to the login page.



- Fill In Your Information

**A valid email address is required.** A verification code will be emailed to the address entered. Enter that code in the box indicated on the Create Account screen and click on **Register**.

**Create a password that follows the rules below.**

  - Password must contain a lower case letter
  - Password must contain an upper case letter
  - Password must contain a special character
  - Password must contain a number
  - Password must contain at least 16 characters
- Check Your Email and Activate Your Account

Click on the "Activate Account" link in your email.

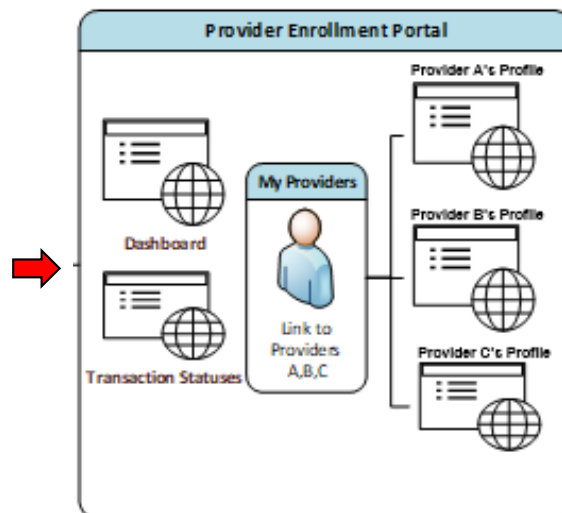


**PRACTITIONERS: Click Here to Begin**

# Provider Enrollment Portal Log-in Options

## OPTION 1 Initial Log-in

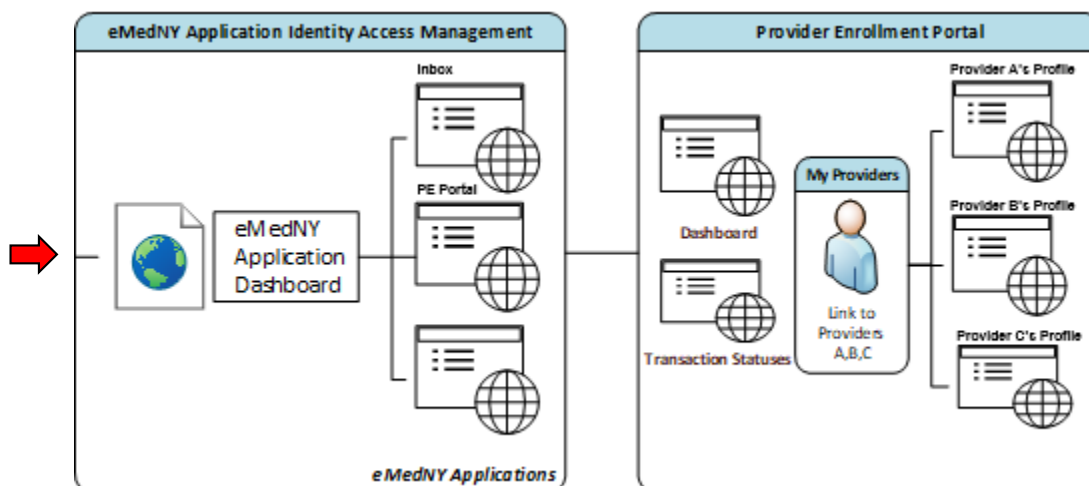
**PRACTITIONERS:** Click Here to Begin



## OPTION 2 Subsequent Log-ins

<https://iam.emedny.org>

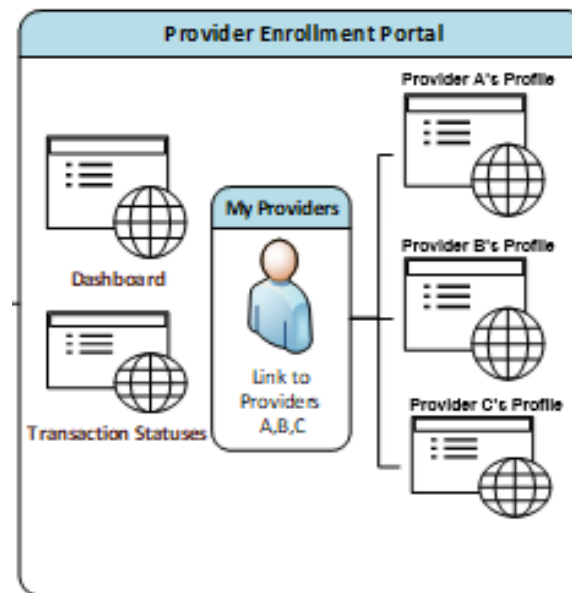
**NOTE: Bookmark Website**




# Provider Enrollment Portal Log-in Option 1

## Initial Log-in

**PRACTITIONERS:** Click Here to Begin



# Initial eMedNYID Sign up



eMedNY ID Preview

Username

Password

Remember me

[Sign In](#)

Need help signing in?

---

Don't have an account? [Sign up](#)

# Initial eMedNYID Sign up

eMedNYID

Create Account

Email \*

Password \*

First name \*

Last name \*

\* indicates required field

Register

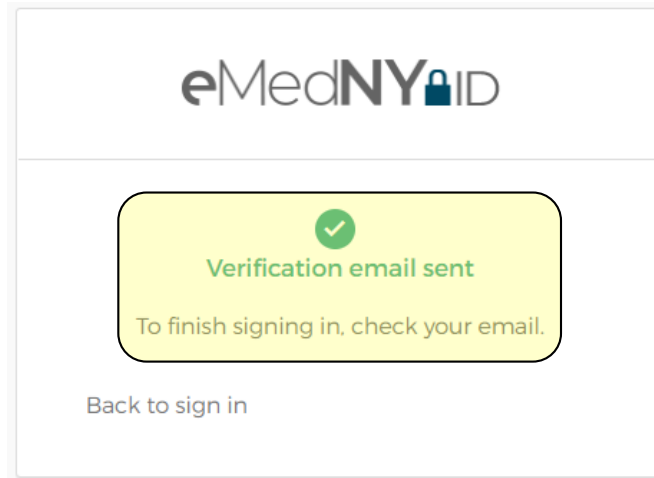
Back to sign in

- At least 16 characters
- At least 1 number
- At least 1 symbol
- At least 1 lower case letter
- At least 1 upper case letter
- Does not contain part of username
- Does not contain First Name
- Does not contain Last Name

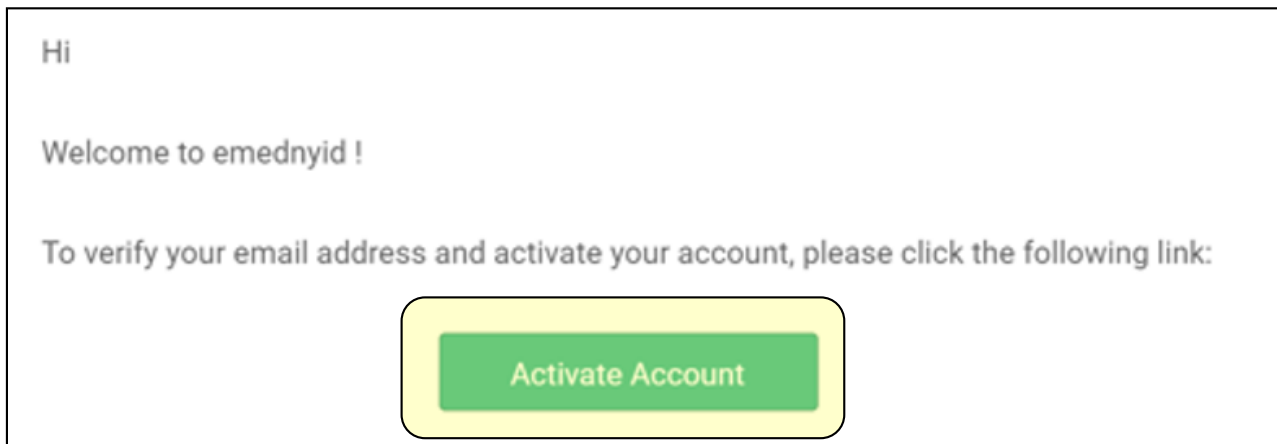
## Account Requires:

- Email Address
- Password
- First and Last Name

# Initial eMedNYID Sign up



## Sample Email



# Multi-Factor Authentication

- The Portal **requires at least one form of Multi-Factor Authentication (MFA)**



## Okta Verify

Use a push notification sent to the mobile app.

Setup



## Security Key or Biometric Authenticator

Use a security key (USB or bluetooth) or a biometric authenticator (Windows Hello, Touch ID, etc.)

Setup



## Google Authenticator

Enter single-use code from the mobile app.

Setup



## SMS Authentication

Enter a single-use code sent to your mobile phone.

Setup



## Voice Call Authentication

Use a phone to authenticate by following voice instructions.

Setup



# Multi-Factor Authentication

## ➤ MFA – SMS & Voice Call Authentication Selected

**eMedNY ID**

Set up multifactor authentication

You can configure any additional optional factor or click finish

**Enrolled factors**

- SMS Authentication ✓
- Voice Call Authentication ✓

**Additional optional factors**

- Okta Verify  
Use a push notification sent to the mobile app.  
Setup

**Security Key or Biometric Authenticator**  
Use a security key (USB or bluetooth) or a biometric authenticator (Windows Hello, Touch ID, etc.)  
Setup

**Google Authenticator**  
Enter single-use code from the mobile app.  
Setup

**Finish**

# Create eMedNYID Account – Final Steps

eMedNYID













Welcome to emednyid. !  
Create your emednyid account

**Choose a forgot password question**

What is the food you least liked as a child? ▾

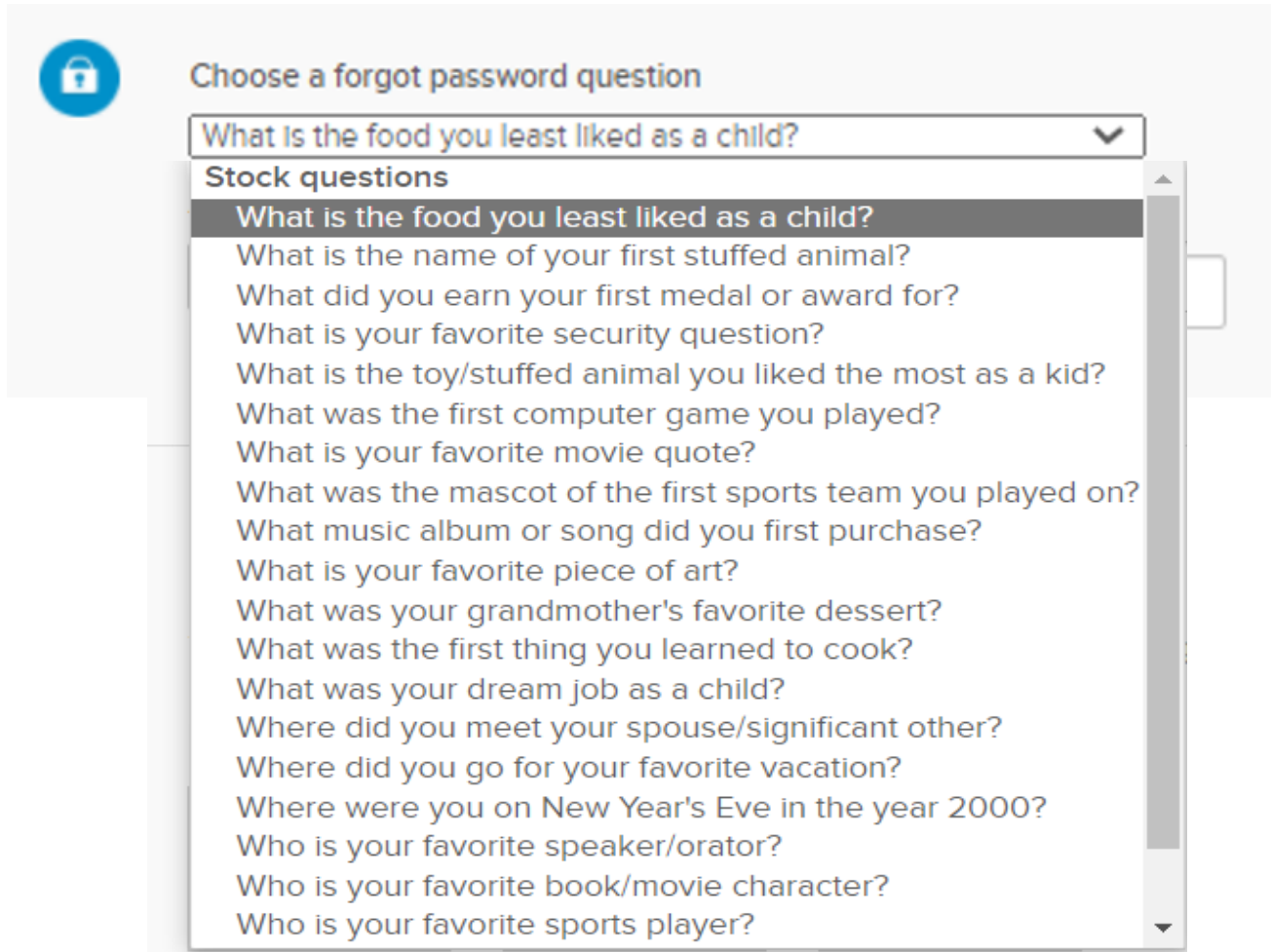
Answer

**Click a picture to choose a security image**  
Your security image gives you additional assurance that you are logging into Orita, and not a fraudulent website.

|   |   |   |
|---|---|---|
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|  |  |  |

Create My Account

# Create eMedNYID Account – Final Steps



The screenshot shows a user interface for selecting a security question. At the top left is a blue padlock icon. The main heading is "Choose a forgot password question". Below this is a dropdown menu. The currently selected question is "What is the food you least liked as a child?". Below the dropdown, the text "Stock questions" is displayed. A list of 20 questions follows, with the first one, "What is the food you least liked as a child?", highlighted in a dark grey bar. A vertical scrollbar is visible on the right side of the list.

Choose a forgot password question


What is the food you least liked as a child?













Stock questions

- What is the food you least liked as a child?
- What is the name of your first stuffed animal?
- What did you earn your first medal or award for?
- What is your favorite security question?
- What is the toy/stuffed animal you liked the most as a kid?
- What was the first computer game you played?
- What is your favorite movie quote?
- What was the mascot of the first sports team you played on?
- What music album or song did you first purchase?
- What is your favorite piece of art?
- What was your grandmother's favorite dessert?
- What was the first thing you learned to cook?
- What was your dream job as a child?
- Where did you meet your spouse/significant other?
- Where did you go for your favorite vacation?
- Where were you on New Year's Eve in the year 2000?
- Who is your favorite speaker/orator?
- Who is your favorite book/movie character?
- Who is your favorite sports player?

Answer must contain at least 4 characters

# Create eMedNYID Account – Final Steps

 Click a picture to choose a security image  
Your security image gives you additional assurance that you are logging into Okta, and not a fraudulent website.

|   |  |   |
|---|--|---|
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Create My Account

# eMedNYID Account

**eMedNYID**

Search your apps

emednyid

Trust this account in the Okta browser plugin

Open the Okta browser plugin and click Trust to give the plugin permission to access your applications. [Need help?](#)

My Apps

Add apps to your launcher

Please contact your admin for assistance.

Last sign in: an hour ago

Privacy

Click on eMedNYID

# Provider Enrollment Dashboard

The screenshot displays the eMedNY Provider Enrollment Dashboard. At the top, the header includes the eMedNY logo, the text 'Provider Enrollment', and a user greeting 'Hello'. A navigation menu on the left lists 'My Dashboard', 'My Submissions' (with sub-items 'In Progress', 'In Review', 'Completed'), and 'My Providers'. The main content area features a 'Let's get started...' section with a progress indicator and five numbered steps: 1. Select a provider, 2. Select a maintenance transaction, 3. Apply, 4. Upload, and 5. Submit. Each step includes a brief description of the action required. The footer contains the New York State Department of Health logo and contact information: 1-800-343-9000.


**eMedNY** Provider Enrollment Hello ☰


☰ My Dashboard


**eMedNY Provider Enrollment**  
Your place to perform maintenance transactions, and more.


## Let's get started...


So far, you don't have anything submitted into our system. Just follow the simple steps listed below and we will get you moving along as soon as possible.

- 

**1. Select a provider**  
Click on **My Providers** to select a provider. If you have no providers, start by linking a provider
- 

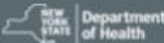
**2. Select a maintenance transaction**  
Select a provider to view their overview page and submit a maintenance transaction on their behalf
- 

**3. Apply**  
Step through the forms
- 

**4. Upload**  
Upload required documents
- 

**5. Submit**  
That's it. You're done.

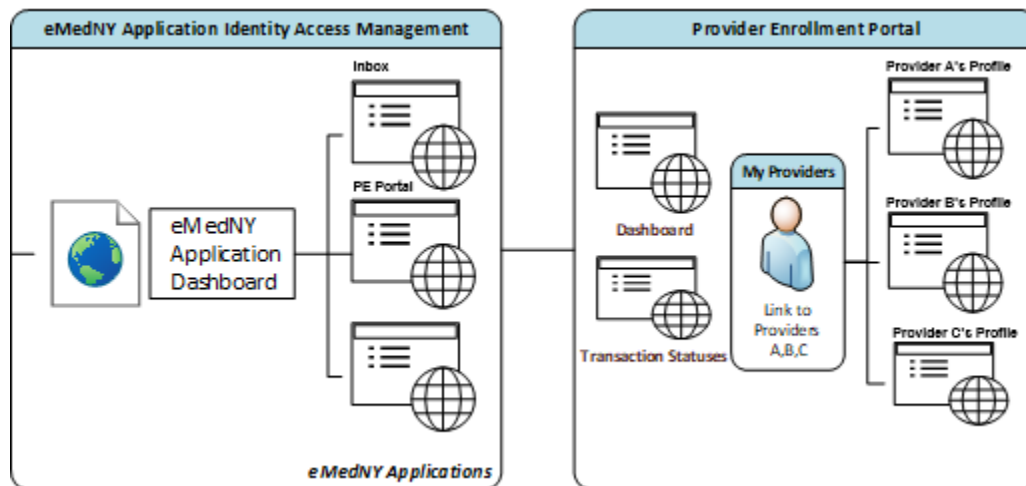
Looking for EVV or Wage Parity Attestations?

 **1-800-343-9000**  
Need help? Give us a call.

# Provider Enrollment Portal Log-in Option 2

## Subsequent Log-ins

<https://iam.emedny.org>



**NOTE: Bookmark Website**

# eMedNYID Account – Direct Sign-in

## <https://iam.emedny.org>



Sign In

Username

User's email address

Remember me

Next

Need help signing in?

Don't have an account? [Sign up](#)



Security image appears

Sign In

Username

User's email address

Password

.....|

Remember me

Sign In



# eMedNYID Account – Direct Sign-in

## <https://iam.emedny.org>

eMedNYID

SMS

Select an authentication factor

- SMS Authentication
- Voice Call Authentication

Send code

Do not challenge me on this device for the next 15 minutes

Verify

Select an authentication method

# eMedNYID Account – Direct Sign-in

## <https://iam.emedny.org>



Enter Code

**MUST click – Send code**



Send code

Do not challenge me on this device for the next 15 minutes

Enter Code

123456

Sent

Do not challenge me on this device for the next 15 minutes

Verify

# eMedNY Application Dashboard

## <https://iam.emedny.org>

The screenshot displays the eMedNY Application Dashboard interface. At the top, the eMedNY logo and 'applications' text are on the left, and a search bar with the placeholder 'What are you here to do?' is on the right. Below the header, a dark blue navigation bar contains a home icon, the title 'My eMedNY Application Dashboard', and the subtitle 'Control what you need to get the job done'. A user profile card on the left shows 'Hello,' and a settings icon. A sidebar on the left lists navigation options: 'Let's get moving', 'My Dashboard' (with a '2' notification badge), 'My Conversations', and 'My Notifications'. A 'Sign out' button is at the bottom of the sidebar. The main content area is titled 'User Profile' and includes a close button. Under the 'Actions' section, the 'Manage account settings' link is highlighted in yellow. Below this, a 'Need to make changes?' section contains explanatory text. To the right, a user profile card shows fields for 'User Name', 'Email address', 'Organization', 'Contact Information', and 'Address'. A 'Sign out' button is located at the bottom of the profile card. A message at the bottom of the dashboard states: 'You have no remaining applications for which you may request access at this time.'

# Manage Account Settings

Edit Profile

## Account

### Personal Information

First name

Last name

Okta username


Primary email

Secondary email

Mobile phone

### Security Image

Your security image gives you additional assurance that you are logging into Okta, and not a fraudulent website.



### Change Password

Password requirements:

- At least 8 characters
- A lowercase letter
- An uppercase letter
- A number
- A symbol
- No parts of your username
- Your password cannot be any of your last 4 passwords

### Forgotten Password Question

Select a forgotten password question so you can reset your password in case you have trouble signing in to your Okta account.

### Forgot Password Text Message

Okta can send you a text message with a recovery code. This feature is useful when you don't have access to your email.

### Forgot Password Voice Call

Okta can call you and provide a recovery code. This feature is useful when you don't have access to your email.

# eMedNY Application Dashboard

## <https://iam.emedny.org>

The screenshot shows the eMedNY Application Dashboard. At the top, there is a search bar with the text "What are you here to do?". Below the search bar is a navigation bar with a home icon and the text "My eMedNY Application Dashboard" and "Control what you need to get the job done". On the left side, there is a sidebar with a user profile icon, the text "Hello," and a settings icon. Below this, there are menu items: "Let's get moving", "My Dashboard" (with a notification badge showing "2"), "My Conversations", and "My Notifications". At the bottom of the sidebar is a "Sign out" button. The main content area is titled "My Applications" and contains a paragraph: "Below are the applications that you currently have access to. At any time you may request additional access or review existing access by using the [gear icon] button associated with each application." There are two application cards: "Inbox" (highlighted with a yellow border) and "Provider Enrollment". Below the application cards is a section titled "Request an Application" with a folder icon and the text: "You have no remaining applications for which you may request access at this time."

# eMedNY Application Dashboard

## <https://iam.emedny.org>

The screenshot shows the eMedNY Application Dashboard. At the top, there is a search bar with the text "What are you here to do?". Below the search bar is a navigation bar with a home icon and the text "My eMedNY Application Dashboard" and "Control what you need to get the job done". On the left side, there is a sidebar with a user profile icon, the text "Hello," and a gear icon. Below this are menu items: "Let's get moving", "My Dashboard" (with a "2" badge), "My Conversations", "My Notifications", and "Sign out". The main content area is titled "My Applications" and contains the text: "Below are the applications that you currently have access to. At any time you may request additional access or review existing access by using the [gear icon] button associated with each application." There are two application cards: "Inbox" (black icon) and "Provider Enrollment" (yellow icon). The "Provider Enrollment" card is highlighted with a yellow border. Below the application cards is a section titled "Request an Application" with a folder icon and the text: "You have no remaining applications for which you may request access at this time."

# Provider Enrollment Dashboard

The screenshot displays the eMedNY Provider Enrollment Dashboard. At the top, the header includes the eMedNY logo, the text 'Provider Enrollment', and a 'Hello' greeting with a user menu icon. A left-hand navigation sidebar contains links for 'My Dashboard', 'My Submissions' (with sub-items 'In Progress', 'In Review', and 'Completed'), and 'My Providers'. The main content area features a 'My Dashboard' breadcrumb, the title 'eMedNY Provider Enrollment' with the subtitle 'Your place to perform maintenance transactions, and more.', and a central section titled 'Let's get started...'. This section contains a five-step process flow: 1. Select a provider, 2. Select a maintenance transaction, 3. Apply, 4. Upload, and 5. Submit. Each step includes a descriptive icon and a brief instruction. The bottom of the dashboard includes a footer with a link for 'Looking for EVV or Wage Parity Attestations?', the New York State Department of Health logo, and a phone number '1-800-343-9000' with the text 'Need help? Give us a call.'

# User Menu



The screenshot displays the eMedNY Provider Enrollment Portal interface. At the top, a dark blue header contains the eMedNY logo and the text "Provider Enrollment". On the right side of this header, there is a yellow box with the text "Hello" and a hamburger menu icon. A red arrow points to this icon. Below the header, a dark blue sidebar on the left contains navigation options: "My Dashboard", "My Submissions" (with sub-items "In Progress", "In Review", "Completed"), and "My Providers". The main content area shows "My Dashboard" with the eMedNY logo and the text "eMedNY Provider Enrollment". A "User Menu" overlay is open, showing a list of options: "My Preferences", "User Manual", "My Provider Enrollment Dashboard", "Begin a Submission", "Identify Yourself", "Will you submit claims?", "Choose a Category of Service", "Review and confirm the enrollment application type", "Pre-Enrollment - PIN Method", and "Document Upload". The "My Preferences" option is selected, opening a "My Preferences" dialog box. This dialog box contains two settings: "Accessibility Features" (set to "On") and "Select a Theme" (with options for "Dark" and "Provider Enrollment"). At the bottom of the dialog box, there is a notification: "You have no unread conversations" with a "Go to my inbox" link. A "Log Out" button is visible at the bottom of the User Menu overlay. The footer of the page includes the New York State Department of Health logo and the phone number "1-800-343-9000".



# Provider Enrollment Dashboard

The screenshot shows the eMedNY Provider Enrollment Dashboard. At the top, there's a header with 'eMedNY Provider Enrollment' and a user greeting 'Hello'. Below this is a navigation bar with 'My Dashboard'. A left sidebar contains navigation options: 'My Dashboard', 'My Submissions' (with sub-items 'In Progress', 'In Review', 'Completed'), and 'My Providers'. The main content area features a 'Let's get started...' section with a progress indicator and five steps:

- 1. Select a provider**  
Click on **My Providers** to select a provider. If you have no providers, start by linking a provider
- 2. Select a maintenance transaction**  
Select a provider to view their overview page and submit a maintenance transaction on their behalf
- 3. Apply**  
Step through the forms
- 4. Upload**  
Upload required documents
- 5. Submit**  
That's it. You're done.

At the bottom of the dashboard, there is a footer with the New York State Department of Health logo and contact information: '1-800-343-9000 Need help? Give us a call.' A yellow banner highlights the text: 'IMPORTANT: Transactions requiring a signature MUST be signed prior to submitting'.

# My Providers

The screenshot shows the eMedNY Provider Enrollment portal interface. At the top, the header includes the eMedNY logo, 'Provider Enrollment', and a user greeting 'Hello'. A navigation menu on the left lists 'My Dashboard', 'My Submissions' (with sub-items 'In Progress', 'In Review', 'Completed'), and 'My Providers' (highlighted in green). The main content area features a 'Let's get started...' section with a sub-header 'Your place to perform maintenance transactions, and more.' Below this is a five-step process flow:

- 1. Select a provider**  
Click on **My Providers** to select a provider. If you have no providers, start by linking a provider
- 2. Select a maintenance transaction**  
Select a provider to view their overview page and submit a maintenance transaction on their behalf
- 3. Apply**  
Step through the forms
- 4. Upload**  
Upload required documents
- 5. Submit**  
That's it. You're done.

A large red arrow points to the first step, '1. Select a provider'. At the bottom of the page, there is a footer with the New York State Department of Health logo, the phone number 1-800-343-9000, and the text 'Need help? Give us a call.' A link for 'Looking for EVV or Wage Parity Attestations?' is also present.

# My Providers – Link a Provider

**My Dashboard / In Progress**

## My Linked Providers

Review and manage your linked providers by performing regular maintenance activities, or adding a new linked provider using their NPI or PID. Click the "X" button to unlink a provider.

🔍 | Type to filter...      ⬇️ | Name A-Z

0 Linked Provider

**Enter NPI or MMIS ID  
Click - Look Up**

No providers found

### Link a Provider

To begin linking a provider, please enter the NPI or MMIS ID of the provider you want to link:

👤 | 00000000

Look Up 🔍

### Activity on My Providers

Here's a look at the most recent updates done on your linked providers' profiles.

**Providers or users acting on behalf of a provider must initially link to specific providers' NPI or MMIS ID**

# My Providers – Link a Provider

The screenshot shows the 'My Linked Providers' page with a modal titled 'Link a Provider'. The modal contains the following text: 'We couldn't find a provider matching "00000000"'. Below this is the instruction 'Please enter a valid NPI or PID and try again.' and a text input field with the placeholder 'Enter NPI or PID...'. At the bottom of the modal are two buttons: 'Cancel' and 'Try Again | >'. The 'Try Again' button is highlighted with a yellow border. A yellow box with the text 'NO MATCHING PROVIDER RESPONSE' is overlaid on the bottom half of the modal. The background shows a sidebar with navigation options like 'My Dashboard', 'My Submissions', and 'My Providers', and a main header with 'My Dashboard / In Progress'.

**NO MATCHING PROVIDER RESPONSE**

# My Providers – Link a Provider

**My Dashboard / In Progress**

## My Linked Providers

Review and manage your linked providers by performing regular maintenance activities, or adding a new linked provider using their NPI or PID. Click the "X" button to unlink a provider.

🔍 | Type to filter... | Name A-Z

0 Linked Provider

**Enter NPI or MMIS ID  
Click - Look Up**

No providers found

**Link a Provider**

To begin linking a provider, please enter the NPI or MMIS ID of the provider you want to link:

👤 | 1234567890

**Look Up** 🔍

**Activity on My Providers**

Here's a look at the most recent updates done on your linked providers' profiles.

# My Providers – Link a Provider

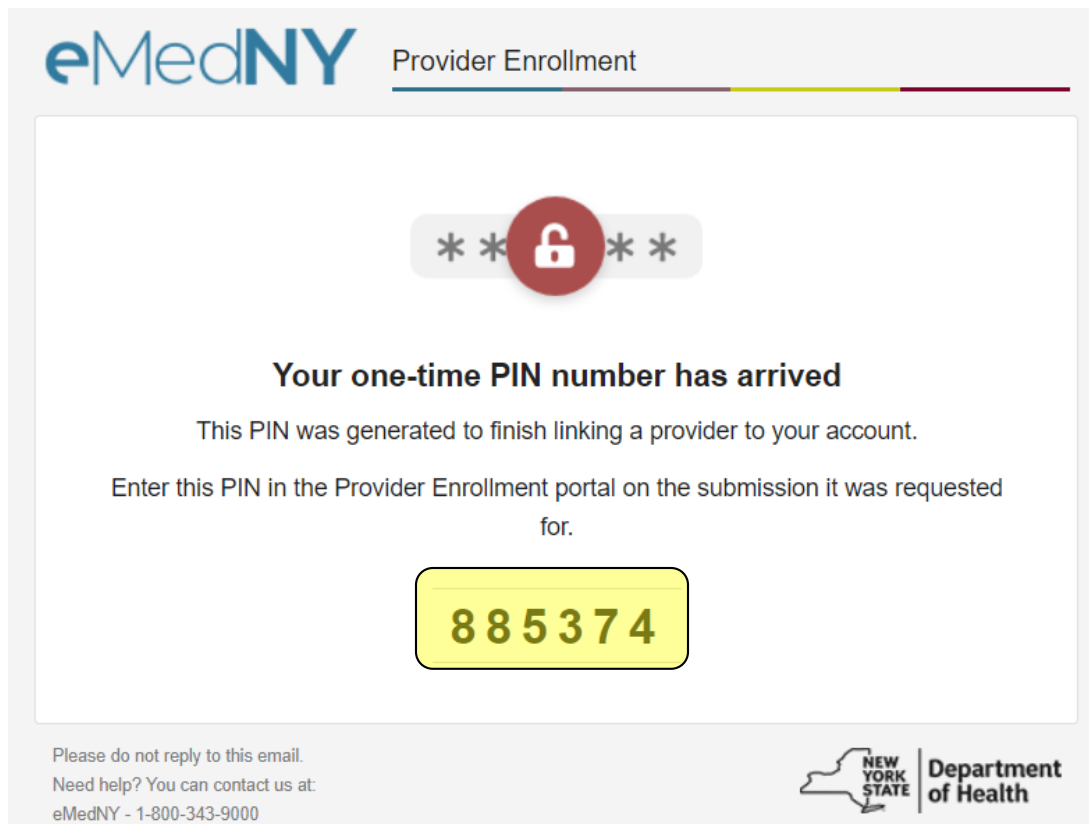
The screenshot shows a web application interface with a dark sidebar on the left containing navigation options: My Dashboard, My Submissions, In Progress, In Review, Completed, My Providers (highlighted), and ... view all. The main content area has a breadcrumb trail 'My Dashboard / In Progress' and a title 'My Linked Providers'. A modal window titled 'Link a Provider' is open, displaying the following text: 'You entered 1234567890 This is who we found' and 'Please verify that everything looks correct, and select 'Next' to continue.' Below this, the provider details are listed: 'Name: SMITH A', 'Provider ID: 01234567', and 'NPI: 1234567890'. At the bottom of the modal are two buttons: 'Cancel' and 'Next | >', with the 'Next' button highlighted in green. In the background, a form for adding a provider is partially visible, showing a label 'g a provider, please or MMIS ID of the ant to link:' and an input field 'MMIS ID...'.

# My Providers – Link a Provider

The screenshot shows a web application interface. At the top, there is a blue header with the text "eMedNY Provider Enrollment Portal". Below this is a main heading "My Providers – Link a Provider". The main content area is a dark blue sidebar with navigation options: "My Dashboard", "My Submissions", "In Progress", "In Review", "Completed", "My Providers", and "... view all". The "My Providers" option is highlighted. The main content area shows "My Dashboard / In Progress" and "My Linked Providers". A modal dialog titled "Link a Provider" is open, displaying the following text: "Your account is not currently linked to this provider. To link your account to this provider, please select 'Send PIN'. A 6 digit PIN number will be sent to the correspondence email address we have on file for this provider." At the bottom of the modal, there are two buttons: "Cancel" and "Send PIN". The "Send PIN" button is highlighted with a yellow border.

# My Providers – Link a Provider

**PIN sent to Provider's Correspondence email address**



The screenshot shows an email notification from eMedNY. At the top left is the eMedNY logo, and to its right is the text "Provider Enrollment" with a horizontal line underneath. In the center of the email body is a red padlock icon with the text "\*\*\*\*" on either side, indicating a masked PIN. Below this, the text reads: "Your one-time PIN number has arrived", "This PIN was generated to finish linking a provider to your account.", and "Enter this PIN in the Provider Enrollment portal on the submission it was requested for." A yellow rounded rectangle contains the PIN number "885374". At the bottom left, there is contact information: "Please do not reply to this email. Need help? You can contact us at: eMedNY - 1-800-343-9000". At the bottom right is the New York State Department of Health logo.

eMedNY Provider Enrollment

\*\*\*\*

**Your one-time PIN number has arrived**

This PIN was generated to finish linking a provider to your account.

Enter this PIN in the Provider Enrollment portal on the submission it was requested for.

**885374**

Please do not reply to this email.  
Need help? You can contact us at:  
eMedNY - 1-800-343-9000

NEW YORK STATE | Department of Health



# My Providers – Link a Provider

**Link a Provider** [Close]

**Please enter your 6-digit PIN number below**

We have sent the PIN number to the correspondence email address we have on file for the provider. Select 'Submit' after entering the PIN to finish linking this provider to your account.

PIN Number

Cancel Submit

Adding a new linked provider

ler

g a provider, please  
or MMIS ID of the  
ant to link:

MMIS ID...

ty Providers

... the most recent  
updates done on your linked  
providers' profiles.

# My Linked Providers

**My Dashboard / In Progress**

## My Linked Providers

Review and manage your linked providers by performing regular maintenance activities, or adding a new linked provider using their NPI or PID. Click the "X" button to unlink a provider.

Search: Type to filter... | Filter: Name A-Z

**1 Linked Provider**

- Smith A**  
Provider ID:  
NPI:

**Link a Provider**

To begin linking a provider, please enter the NPI or MMIS ID of the provider you want to link:

| NPI or MMIS ID...

[Look Up](#)

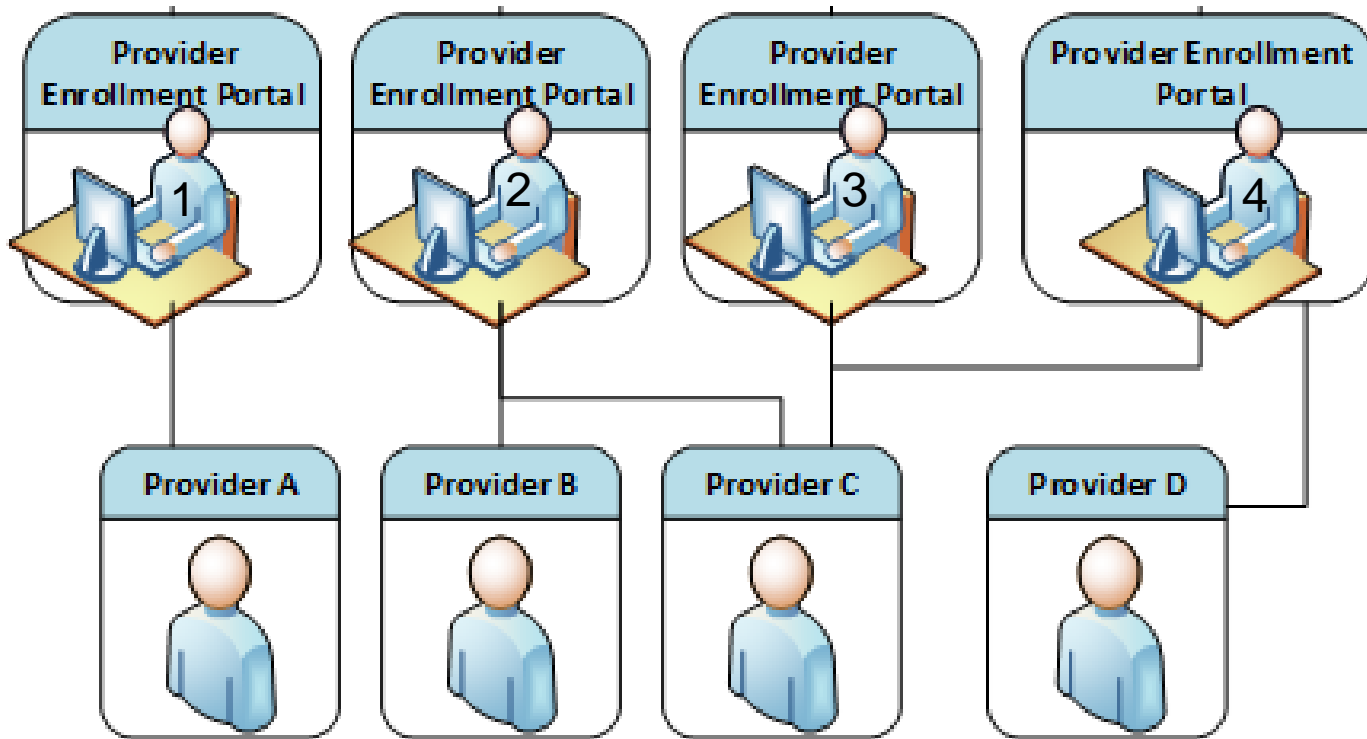
**Activity on My Providers**

Here's a look at the most recent updates done on your linked providers' profiles.

**Sidebar:**

- My Dashboard
- My Submissions
- In Progress (0)
- In Review (0)
- Completed (0)
- My Providers (1)

# Linking Users with Providers



- User 1 – Linked to Provider A
- User 2 – Linked to Providers B & C
- User 3 – Linked to Provider C
- Users 3 & 4 – Collaborating on Provider C
- User 4 – Linked to Provider D

# My Linked Providers

## Unlink a Provider

My Dashboard / In Progress

### My Linked Providers

Review and manage your linked providers by performing regular maintenance activities, or adding a new linked provider using their NPI or PID. Click the "X" button to unlink a provider.

Search: Type to filter... | Filter: Name A-Z

1 Linked Provider

|  |  |  |
|--|--|--|
|  |  | <b>Smith A</b><br>Provider ID:<br>NPI: |
|--|--|--|

#### Link a Provider


To begin linking a provider, please enter the NPI or MMIS ID of the provider you want to link:

[Look Up](#)

#### Activity on My Providers

Here's a look at the most recent updates done on your linked providers' profiles.

# My Provider Profile



- [My Dashboard](#)
- [My Submissions](#)
- [In Progress 0](#)
- [In Review 0](#)
- [Completed 0](#)
- [My Providers 1](#)

☰ > My Dashboard / In Progress

## My Linked Providers

Review and manage your linked providers by performing regular maintenance activities, or adding a new linked provider using their NPI or PID. Click the "X" button to unlink a provider.

⬆️ | Name A-Z
⬇️

---

### 1 Linked Provider

✕

eID

Smith A

Provider ID:

NPI:

### Link a Provider

To begin linking a provider, please enter the NPI or MMIS ID of the provider you want to link:

👤

Look Up 🔍

---

### Activity on My Providers

Here's a look at the most recent updates done on your linked providers' profiles.

# My Provider Profile – Overview

**My Provider Profile**

- Overview
- Addresses
- Related Entities
- Licenses
- Specialties
- Billing and Payment
- Attestations

**SMITH A** NPI: PID: Unlink Provider

Ensure your provider information is current and accurate by performing regular maintenance.

**My Address**  
123 Main Street  
Anytown, NY 12345-1111

**My Contact Info**  
Phone: (999) 999-9999  
Fax:  
Email:

**My Services as a Billable Practitioner**  
0460 PHYS SVC

**My Recent Transactions and Activity**

Q | Type to filter... 👁 | All

|         |             |               |             |
|---------|-------------|---------------|-------------|
| 1/18/22 | Add Address | email address | ⋮ Pending   |
| 2/7/22  | Add Address | email address | 👁 In Review |

**Quick Actions**

- > Add a Service Address
- > Modify Pay To Address
- > Affiliate with a New Entity
- > Authorize a New Specialty

**More Options**

- > Disenroll from Medicaid
- > Change from Billable to OPRA

# My Provider Profile – Addresses

My Dashboard / My Providers / Overview Unlink Provider

**SMITH A** NPI: PID:  
Ensure your provider information is current and accurate by performing regular maintenance.

### Manage Address

Please select the option the best suits your needs. Below you're able to edit the address, manage OBS Accreditations, or close this particular service address entirely. Closing an address keeps it on file as inactive. You can add it again if you need to reopen it later.

#### Pay To Address

123 Main Street  
Anytown, NY 12345-1111

Place of Service: Unknown  
Type of Practice: N/A

Phone: (999) 999-9999  
Fax:  
Email:

Effective as of Jul 1, 2013

Locator Code: 002

#### Options

Edit Address

123 Main Street  
Anytown, NY 12345-1111

Locator Code: 003

Place of Service: Private Office  
Type of Practice: Individual

# My Provider Profile – Addresses

**My Provider Profile**

Overview  
**Addresses**  
Related Entities  
Licenses  
Specialties  
Billing and Payment  
Attestations

My Dashboard / My Providers / Overview Unlink Provider

**SMITH A** NPI: PID:  
Ensure your provider information is current and accurate by performing regular maintenance.

**Correspondence Address** 123 Main Street Anytown, NY 12345 -1111

**Pay To Address** 123 Main Street Anytown, NY 12345 -1111

**Corporate Address** 123 Main Street Anytown, NY 12345 -1111

**Service Addresses**

Search: Type to filter... Active

123 Main Street Anytown, NY 12345-1111  
Locator Code: 003  
Place of Service: Private Office  
Type of Practice: Individual

**Address Management**  
You may manage all of the addresses we have for you on file. You are able to modify all of your addresses, and easily add or remove a service address at any time.

**Quick Actions**  
Add a Service Address



# My Provider Profile – Related Entities

**My Provider Profile**

- Overview
- Addresses
- Related Entities**
- Licenses
- Specialties
- Billing and Payment
- Attestations

**My Dashboard / My Providers / Overview** Unlink Provider

**SMITH A** NPI: PID:  
Ensure your provider information is current and accurate by performing regular maintenance.

### Related Entities

Q | Type to filter... Active

|  |  |
|--|--|
| <b>Smith A</b><br>PID:<br><b>Owner Or Partial Owner</b><br>Effective from Sep 29, 2016 to Dec 31, 9999 |  |
| <b>New York Medicine</b><br>PID:<br><b>Group</b><br>Effective from Dec 13, 2017 to Dec 31, 9999        |  |

### Related Entities Management

Manage all of your entity relationships, whether they are associations, group affiliations, supervising physicians, collaborating physicians, supervising pharmacies, or lab directors. You may add new relationships or note that you no longer have a relationship with an entity.

### Quick Actions

> Add a Related Entity

# My Provider Profile – Licenses

**My Provider Profile**

- Overview
- Addresses
- Related Entities
- Licenses**
- Specialties
- Billing and Payment
- Attestations

**SMITH A** NPI: PID: [Unlink Provider](#)

Ensure your provider information is current and accurate by performing regular maintenance.

### Licenses

0 Active Licenses

Search: Type to filter... | Filter: Active

| License Number   | Specialty    | Effective From | Effective To |
|------------------|--------------|----------------|--------------|
| 060 - Physicians | Professional | 8/1/72         | 6/30/23      |

**License Management**

You can maintain all of your Professional and DEA licenses from here. Easily add a new license by selecting "Add a License". If you're trying to add a CLIA certification to a license, you can do so by navigating to the Specialties page, selecting 'Add a Specialty', and then selecting 'CLIA'.

# My Provider Profile – Specialties

**My Provider Profile**

My Dashboard / My Providers / Overview Unlink Provider

**SMITH A** NPI: PID:  
Ensure your provider information is current and accurate by performing regular maintenance.

### Specialties 2 Active Specialties

🔍 | Type to filter... 👁️ | Active

- ➔ 060 - PSC INT MED: INTERNAL MEDICINE  
Effective from Sep 1, 1989 to Dec 31, 9999
- ➔ 249 - PSC: HIV PRIMARY CARE SERVICES (CONFIDENTIAL)  
Effective from Nov 13, 1992 to Dec 31, 9999

### Specialties Management


You can see all of your specialties here, as well as certifications such as Doula or CLIA. To add a new specialty or certification, or add a CLIA certification to a license, select 'Add a Specialty'.

### Quick Actions

➔ Add a Specialty

# My Provider Profile – Billing and Payment


## My EFT Information – Add EFT



My Provider Profile

- Overview
- Addresses
- Related Entities
- Licenses
- Specialties
- Billing and Payment
- Attestations

My Dashboard / My Providers / Overview
Unlink Provider




### SMITH A

Ensure your provider information is current and accurate by performing regular maintenance.

NPI:

PID:

 **My EFT Information**


Add EFT Information | +

We weren't able to find an EFT record for you.

To add an EFT record, simply select the "Add EFT Information" button and follow the prompts.

**Billing and Payment Management**

Manage your billing and payment information, such as your EFT and ETIN. You may add an EFT, or make changes to your existing EFT. You may also disaffiliate from an ETIN, or mark an ETIN as your default.

 **My ETIN Information**

Your Electronic Transmitter Identification Numbers are listed below. Selecting "Details" will allow you to manage each affiliation.

|  | ETIN Affiliations |  |
|--|-------------------|--|
| <div style="display: flex; align-items: center;"> <div style="margin-right: 10px;">● 0000</div> <div style="flex-grow: 1;">Effective from Jul 25, 2020 - Jul 24, 2021</div> <div style="margin-left: 20px; font-size: small;">Type: Paper</div> <div style="margin-left: 20px; border-left: 1px solid #ccc; padding-left: 10px; font-size: small;">Details &gt;</div> </div> |                   |  |

# My Provider Profile – Billing and Payment

## My EFT Information – Change EFT

My Dashboard / My Providers / Overview
Unlink Provider

SMITH A

NPI:  PID:

Ensure your provider information is current and accurate by performing regular maintenance.

My EFT Information Make Changes | >

JP MORGAN CHASE Account Type: Checking

Account Number: XXXXXXXX  
Reveal 👁

Effective as of May 10, 2010 Routing Number: XXXXXXXXX

Reveal 👁

My ETIN Information

Your Electronic Transmitter Identification Numbers are listed below. Selecting "Details" will allow you to manage each affiliation. ETIN Affiliations

|  |             |           |
|--|-------------|-----------|
| ● 0000                                     | Type: Paper | Details > |
| Effective from Jul 25, 2020 - Jul 24, 2021 |             |           |

Billing and Payment Management

Manage your billing and payment information, such as your EFT and ETIN. You may add an EFT, or make changes to your existing EFT. You may also disaffiliate from an ETIN, or mark an ETIN as your default.

My Provider Profile

Overview

Addresses

Related Entities

Licenses

Specialties

Billing and Payment

Attestations

# My Provider Profile – Billing and Payment

## My ETIN Information

My Provider Profile

Overview

Addresses

Related Entities

Licenses

Specialties

Billing and Payment

Attestations

My Dashboard / My Providers / Overview
Unlink Provider

### SMITH A

Ensure your provider information is current and accurate by performing regular maintenance.

NPI:  

PID:

### My EFT Information

Add EFT Information | +

We weren't able to find an EFT record for you.

To add an EFT record, simply select the "Add EFT Information" button and follow the prompts.

### My ETIN Information

Your Electronic Transmitter Identification Numbers are listed below. Selecting "Details" will allow you to manage each affiliation.

ETIN Affiliations

|  |             |           |
|--|-------------|-----------|
| ● 0000                                     | Type: Paper | Details > |
| Effective from Jul 25, 2020 - Jul 24, 2021 |             |           |

### Billing and Payment Management

Manage your billing and payment information, such as your EFT and ETIN. You may add an EFT, or make changes to your existing EFT. You may also disaffiliate from an ETIN, or mark an ETIN as your default.

# My Provider Profile – Billing and Payment Manage ETIN Options

The screenshot displays the 'Manage ETIN' modal window. The modal title is 'Manage ETIN' with a close button (X). The text inside the modal reads: 'Below, you can disaffiliate from an ETIN, as well as set the ETIN to be your default.' Underneath, there is a section titled 'ETIN Information' with the following details: '0000', 'Type: Paper', and 'Effective from Jul 25, 2020 - Jul 24, 2021'. To the right of this information is a yellow box labeled 'Options' containing two buttons: 'Disaffiliate from this ETIN >' and 'Set this ETIN as default >'. The background of the screenshot shows the provider profile for 'SMITH A' with a 'Billing and Payment Management' tab selected. The 'Manage ETIN' modal is overlaid on top of the 'Billing and Payment Management' section.

**ETIN Certification Statements cannot be submitted through the Portal.  
The original signed and notarized documents MUST be mailed per current process.**

# My Provider Profile – Attestations

My Dashboard / My Providers / Overview
Unlink Provider

My Provider Profile

- 🏠 Overview
- 📍 Addresses
- 👥 Related Entities
- 📄 Licenses
- 🏥 Specialties
- 💰 Billing and Payment
- 📄 Attestations

📄 My EVV Attestation

**You haven't submitted an EVV attestation yet.** Submit an EVV Attestation | →

We'll help you get on top of that. Click the "Submit an EVV Attestation" button to get started. It's quick and easy.

💰 My Wage Parity Attestations

**You haven't submitted any Wage Parity attestations yet.** Submit a Wage Parity Attestation | →

We'll help you get on top of that. Click the "Submit a Wage Parity Attestation" button to get started. It's quick and easy.

**📘 Your Attestations**

This is where you manage your attestations, including EVV and Wage Parity Attestations. You can also see some quick actions you can take for them below.

---

**Common Functions**

Some things you can do here:

- ▶ Add My EVV Attestation
- ▶ Add a Wage Parity Attestation



# My Submissions – In Progress

The screenshot displays the 'My Submissions - In Progress' page in the eMedNY Provider Enrollment Portal. The interface includes a dark blue sidebar on the left with navigation options: 'My Dashboard', 'My Submissions' (with sub-items 'In Progress' (0), 'In Review' (0), and 'Completed' (0)), and 'My Providers' (1). The main content area has a breadcrumb 'My Dashboard / In Progress' and a section titled 'My Linked Providers'. This section contains a search bar with the placeholder 'Type to filter...', a dropdown menu set to 'Name A-Z', and a list of '1 Linked Provider'. The listed provider is 'Smith A' with fields for 'Provider ID:' and 'NPI:'. To the right, there is a 'Link a Provider' section with instructions to enter the NPI or MMIS ID, a search input field, and a 'Look Up' button. Below that is an 'Activity on My Providers' section with a message about recent updates.

My Dashboard / In Progress

## My Linked Providers

Review and manage your linked providers by performing regular maintenance activities, or adding a new linked provider using their NPI or PID. Click the "X" button to unlink a provider.

🔍 | Type to filter...      ⬇ | Name A-Z

### 1 Linked Provider

|  |  |  |
|--|--|--|
|  |  | <b>Smith A</b><br>Provider ID:<br>NPI: |
|--|--|--|

### Link a Provider

To begin linking a provider, please enter the NPI or MMIS ID of the provider you want to link:

| NPI or MMIS ID...

[Look Up](#) 🔍

### Activity on My Providers

Here's a look at the most recent updates done on your linked providers' profiles.

# My Submissions – In Progress

My Dashboard / In Progress

## My Submissions In Progress

Work alone or with collaborators to continue your unfinished submissions or fix returned submissions.

🔍 | Type to filter... | Last Touched

**No submissions found**

**Narrow your results**

By Ownership

All (0)

**Working with a team?**

Avoid the confusion! Monitor the assigned collaborator list, comments on the submission, and submission activity by selecting the "Details" button associated with your submission.

Looking for EVV or Wage Parity Attestations?

# My Submissions – In Progress

My Dashboard / In Progress

## My Submissions In Progress

Work alone or with collaborators to continue your unfinished submissions or fix returned submissions.

🔍 | Type to filter...

◆ | Last Touched ▼

- Last Touched
- Progress (Most to Least)
- Progress (Least to Most)
- A-Z by Name

🔍

No submissions found

**Narrow your results**

By Ownership

All (0) ▼

**Working with a team?**

Avoid the confusion! Monitor the assigned collaborator list, comments on the submission, and submission activity by selecting the "Details" button associated with your submission.

... view all

Looking for EVV or Wage Parity Attestations?

# My Submissions – In Progress

My Dashboard / In Progress

## My Submissions In Progress

Work alone or with collaborators to continue your unfinished submissions or fix returned submissions.

Search: Type to filter... | Last Touched

**Narrow your results**

By Ownership

- All (0)
- All (0)
- My Submissions (0)
- Submissions I'm Collaborating On (0)

No submissions found

Avoid the confusion! Monitor the assigned collaborator list, comments on the submission, and submission activity by selecting the "Details" button associated with your submission.

Looking for EVV or Wage Parity Attestations?

# My Submissions – In Progress

The screenshot displays the 'My Submissions In Progress' section of the eMedNY Provider Enrollment Portal. The interface includes a left-hand navigation menu with 'My Dashboard', 'My Submissions', 'In Progress' (highlighted with a green bar and a '1' badge), and 'In Review' (with a '0' badge). The main content area features a search bar with the placeholder 'Type to filter...', a dropdown menu for sorting by 'Last Touched', and a list of submissions. The first submission is for 'Smith A', with a '100%' progress indicator and the status 'In Progress - Add Address'. A red arrow points to this submission entry. To the right, there are two side panels: 'Narrow your results' with a dropdown for 'By Ownership' set to 'All (1)', and 'Working with a team?' with a text block providing instructions on monitoring collaborators and submission activity.

**ADD ADDRESS – IN PROGRESS**

# My Submissions – In Progress

The screenshot displays the 'My Submissions In Progress' section of the eMedNY Provider Enrollment Portal. The main header includes a 'My Dashboard' breadcrumb and a title 'My Submissions In Progress' with a sub-header 'Work alone or with collaborators to continue your unfinished submissions or fix returned submissions.' A left sidebar contains navigation options: 'My Dashboard', 'My Submissions', 'In Progress', and 'In Review'. The main content area features a 'Submission Details' modal for 'Smith A' (NPI: [redacted]). The submission status is 'In Progress' with a green progress bar at '100% Complete'. A 'Collaborators' section indicates that no collaborators have been added and provides a button to 'Add a New Collaborator'. A 'View' sidebar on the left lists 'Overview', 'Comments' (0), and 'Submission Activity'. An 'Actions' section includes a 'Discard Submission' button. A 'Continue Working' button is also visible.

# My Submissions – In Progress

The screenshot displays the 'My Submissions In Progress' section of the eMedNY Provider Enrollment Portal. A modal window titled 'Enrollment Collaborators' is open, allowing the user to add collaborators to their submission. The modal includes a text input field for the 'Collaborator Email Address' with the placeholder text 'Enter Email...'. Below the input field are two buttons: a grey 'Cancel' button and a green 'Add Collaborator | +' button. A 'Complete' progress indicator is visible on the right side of the modal. The background shows the 'My Dashboard' with a navigation menu on the left containing 'My Dashboard', 'My Submissions', 'In Progress', and 'In Review'. A 'Submission Details' modal is also partially visible behind the 'Enrollment Collaborators' modal.

# My Submissions – In Review

**My Dashboard / In Progress**

## My Linked Providers

Review and manage your linked providers by performing regular maintenance activities, or adding a new linked provider using their NPI or PID. Click the "X" button to unlink a provider.

🔍 | Type to filter... | Name A-Z

### 1 Linked Provider

|  |  |  |
|--|--|--|
|  |  | <b>Smith A</b><br>Provider ID:<br>NPI: |
|--|--|--|

### Link a Provider

To begin linking a provider, please enter the NPI or MMIS ID of the provider you want to link:

| NPI or MMIS ID...

[Look Up](#) 🔍

### Activity on My Providers

Here's a look at the most recent updates done on your linked providers' profiles.

- My Dashboard
- My Submissions
- In Progress 0
- In Review 0**
- Completed 0
- My Providers 1



# My Submissions – In Review

The screenshot displays the 'My Submissions In Review' dashboard. At the top, there is a breadcrumb trail: 'My Dashboard / In Review'. Below this, the main heading is 'My Submissions In Review' with a subtext: 'Follow along as your submissions go through the review process.' A search bar with the placeholder 'Type to filter...' and a dropdown menu set to 'Oldest to Youngest' are visible. The central area contains a magnifying glass icon and the text 'No submissions found'. On the right, there are two filter sections: 'Narrow your results' with dropdowns for 'By Comments' (set to 'All') and 'By Time Left' (set to 'All'), and a 'Stay involved' section with explanatory text. The left sidebar includes navigation links: 'My Dashboard', 'My Submissions' (with sub-items: 'In Progress' (0), 'In Review' (0), 'Completed' (0)), 'My Providers' (1), and a 'view all' link. At the bottom of the sidebar, there is a 'Submit Now' button and a link for 'Looking for EVV or Wage Parity Attestations?' with a signature icon.

# My Submissions – In Review

My Dashboard / In Review

## My Submissions In Review

Follow along as your submissions go through the review process.

Q | Type to filter...

Oldest to Youngest

Oldest to Youngest  
Youngest to Oldest  
Number of Comments  
A-Z by Name

No submissions found

**Narrow your results**

By Comments  
All

By Time Left  
All

**Stay involved**

As your submissions travel through the review process, reviewers may leave comments. You can read any comments left by selecting your submission and navigating to the "Comments" section.

Additionally, by selecting a submission, you may view, print, or withdraw your submission entirely if something isn't right. If you do need to make changes, you can resubmit it at any time.

My Dashboard

My Submissions

- In Progress 0
- In Review 0
- Completed 0

My Providers 1

... view all

Looking for EVV or Wage Parity Attestations?

Submit Now

# My Submissions – In Review

My Dashboard / In Review

## My Submissions In Review

Follow along as your submissions go through the review process.

Q | Type to filter...

Oldest to Youngest

Narrow your results

By Comments

All

All

Has Comments

Stay involved

As your submissions travel through the review process, reviewers may leave comments. You can read any comments left by selecting your submission and navigating to the "Comments" section.

Additionally, by selecting a submission, you may view, print, or withdraw your submission entirely if something isn't right. If you do need to make changes, you can resubmit it at any time.

Looking for EVV or Wage Parity Attestations?

Submit Now

My Dashboard

My Submissions

- In Progress 0
- In Review 0
- Completed 0
- My Providers 1

... view all

# My Submissions – In Review

The screenshot displays the 'My Submissions In Review' dashboard. On the left is a dark sidebar with navigation links: 'My Dashboard', 'My Submissions' (with sub-items 'In Progress' (0), 'In Review' (0), 'Completed' (0)), 'My Providers' (1), and a 'view all' link. Below the sidebar is a 'Submit Now' button with a signature icon. The main content area has a breadcrumb 'My Dashboard / In Review' and a title 'My Submissions In Review' with the subtitle 'Follow along as your submissions go through the review process.' Below this is a search bar with the placeholder 'Type to filter...' and a sort dropdown set to 'Oldest to Youngest'. The central area contains a magnifying glass icon and the text 'No submissions found'. On the right, a 'Narrow your results' panel shows filters for 'By Comments' (All) and 'By Time Left' (All), with the latter highlighted in yellow. Below the filters are sections for 'All', 'At Risk', and 'Overdue'. A text box at the bottom right explains that reviewers can leave comments and that users can view, print, or withdraw submissions, and resubmit if needed.

# My Submissions – In Review


The screenshot shows the 'My Submissions In Review' page. On the left is a navigation sidebar with 'My Dashboard' and 'My Submissions' sections. Under 'My Submissions', 'In Review' is selected with a count of 1. The main content area has a search bar and a sort dropdown set to 'Oldest to Youngest'. Below this is a list of submissions, with the first one being 'Smith A' with an 'Add Address' link and '87 Days Left In Review'. A red arrow points to the 'Add Address' link. Below the arrow is a yellow box with the text 'ADD ADDRESS – IN REVIEW'. On the right, there are filters for 'Narrow your results' (By Comments and By Time Left) and a 'Stay involved' section with explanatory text.

# My Submissions – In Review

The screenshot displays the 'My Submissions In Review' interface. At the top, there's a breadcrumb 'My Dashboard / In Review' and a sub-header 'My Submissions In Review' with the text 'Follow along as your submissions go through the review process.' A left sidebar contains navigation options: 'My Dashboard', 'My Submissions', 'In Progress', 'In Review' (highlighted), 'Completed', 'My Providers', and '... view all'. Below the sidebar, a 'Submission Details' modal is open for 'Smith A' (NPI: [redacted]). It shows 'Add Address for Billable Practitioner' and a progress bar for 'Status: In Review' with '87 Days Left to Review'. A 'View' menu is highlighted in yellow, listing: Overview, Comments (0), Submission Activity, View/Print Form Submission, and Withdraw Submission. A message box states 'There are no collaborators on this submission'.

Additionally, by selecting a submission, you may view, print, or withdraw your submission entirely if something isn't right. If you do need to make changes, you can resubmit it at any time.

# My Submissions – Completed



- [My Dashboard](#)
- [My Submissions](#)
- [In Progress](#) 0
- [In Review](#) 0
- [Completed](#) 0
- [My Providers](#) 1

☰
My Dashboard / In Progress

## My Linked Providers

Review and manage your linked providers by performing regular maintenance activities, or adding a new linked provider using their NPI or PID. Click the "X" button to unlink a provider.

⬇ | Name A-Z ⬇

### 1 Linked Provider

✕

**Smith A**

Provider ID:  
NPI:

### Link a Provider

To begin linking a provider, please enter the NPI or MMIS ID of the provider you want to link:

👤

Look Up 🔍

### Activity on My Providers

Here's a look at the most recent updates done on your linked providers' profiles.

# My Submissions – Completed

My Dashboard / Completed

## My Completed Submissions

View your submissions that have gone through the review process.

🔍 | Type to filter...

📄 | Recently Completed

🔍

No submissions found

**Narrow your results**

By Approval Status

All

**Keeping track**

Approved providers get added to your "My Providers" list, where you can see all of the information we have on file, as well as perform any maintenance required to keep them up-to-date.

See all of my providers

My Dashboard

My Submissions

- In Progress 0
- In Review 0
- Completed 0
- My Providers 1

... view all

Looking for EVV or Wage Parity Attestations?



# My Submissions – Completed

My Dashboard / Completed

## My Completed Submissions

View your submissions that have gone through the review process.

Q | Type to filter...

Recently Completed

A-Z by Name

A-Z by Enrollment Type

No submissions found

Narrow your results

By Approval Status

All

Keeping track

Approved providers get added to your "My Providers" list, where you can see all of the information we have on file, as well as perform any maintenance required to keep them up-to-date.

See all of my providers

Looking for EVV or Wage Parity Attestations?

# My Submissions – Completed

My Dashboard / Completed

## My Completed Submissions

View your submissions that have gone through the review process.

🔍 | Type to filter... | Recently Completed

🔍

No submissions found

**Narrow your results**

By Approval Status

All

All  
Approved  
Rejected

Approved providers get added to your "My Providers" list, where you can see all of the information we have on file, as well as perform any maintenance required to keep them up-to-date.

See all of my providers

# My Submissions – Completed

The screenshot shows the 'My Completed Submissions' page. The left sidebar has 'Completed' highlighted with 1 submission. The main content area shows a submission for 'SMITH A' that was rejected because 'The address is incorrect.' A red button labeled 'See Why' is next to the rejection message. Below this, a table lists the provider 'Smith A' with an 'Add Address' button and a status of 'Rejected Feb 3, 2022'. A red arrow points to the 'Add Address' button.

My Dashboard / Completed

## My Completed Submissions

View your submissions that have gone through the review process.

Search: Type to filter... | Filter: Recently Completed

Your submission for **SMITH A** was rejected because: [See Why](#)  
*"The address is incorrect."*

Search: Type to filter... | Filter: Recently Completed

|  |                               |      |                      |
|--|-------------------------------|------|----------------------|
|  | <b>Smith A</b><br>Add Address | NPI: | Rejected Feb 3, 2022 |
|--|-------------------------------|------|----------------------|

**Narrow your results**

By Approval Status: All

**Keeping track**

Approved providers get added to your "My Providers" list, where you can see all of the information we have on file, as well as perform any maintenance required to keep them up-to-date.

[See all of my providers](#)

**ADD ADDRESS – REJECTED**

# My Submissions – Completed

The screenshot displays the 'My Completed Submissions' page. On the left is a navigation sidebar with options: My Dashboard, My Submissions (In Progress: 0, In Review: 0, Completed: 1), My Providers (1), and a 'view all' link. The main content area has a breadcrumb 'My Dashboard / Completed' and a title 'My Completed Submissions' with a sub-header 'View your submissions that have gone through the review process.' Below this is a search bar and a filter dropdown set to 'Recently Completed'. A single submission for 'Smith A' is listed, marked as 'Approved Feb 2, 2022'. A red arrow points to the 'Add Address' button under the provider name. A yellow box at the bottom of the screenshot contains the text 'ADD ADDRESS – APPROVED'. On the right, there are filters for 'Narrow your results' (By Approval Status: All) and a 'Keeping track' section with explanatory text and a 'See all of my providers' link.

**ADD ADDRESS – APPROVED**

# Important Reminders

- As of April 1<sup>st</sup>, New York Medicaid practitioners are able to use a new Provider Enrollment Portal

## COS   Practitioner

0325 - Audiologist  
 0570 - Certified Asthma Educator  
 0571 - Certified Diabetes Educator  
 0140 - Chiropractor  
 0580 - Clinical Psychologist  
 0560 - Clinical Social Worker  
 0200 - Dentist  
 0464 - Doula (Pilot Program)  
 0405 - Eye Prosthesis Supplier/Ocularist  
 1001 - Laboratory Director  
 0525 - Midwife  
 0521 - Licensed Practical Nurse  
 0522 - Registered Nurse

## COS   Practitioner

0469 - Nurse Practitioner  
 0621 - Occupational Therapist  
 0403 - Salaried Optician/Ophthalmic Dispenser  
 0404 - Self-Employed Optician/Ophthalmic Dispenser  
 0421 - Salaried Optometrist  
 0422 - Self-Employed Optometrist  
 0622 - Physical Therapist  
 0460 - Physician  
 0462 - Physician Assistant  
 0500 - Podiatrist  
 0623 - Speech Therapist  
 0444 - Supervising Pharmacist

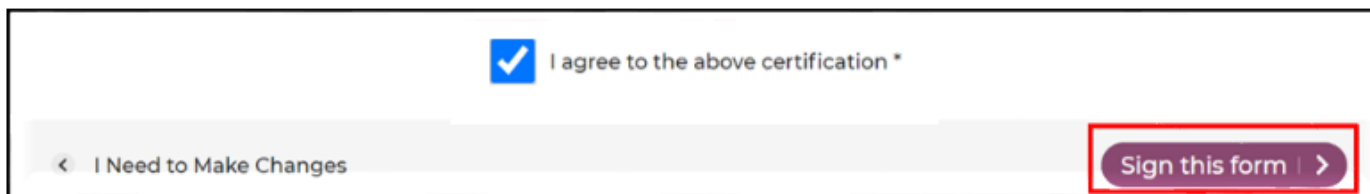
**NOTE: Currently NOT available for Group, Business and Institutional transactions**

## Important Reminders

- Portal is currently for enrollment maintenance transactions and **NOT** for new provider enrollment, revalidation or reinstatement applications
- Multi-Factor Authentication (MFA) is **required** - At least two forms of MFA are recommended
- Link a Provider PIN goes to the Correspondence eMail address currently on file
- ETIN Certification statements cannot be submitted through the Portal. The original signed and notarized documents **MUST** be mailed.

# Important Reminders

- Transactions requiring a signature **must** be signed prior to submitting



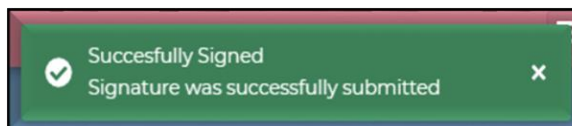
A screenshot of a form section. At the top, there is a blue checkmark icon followed by the text "I agree to the above certification \*". Below this, there is a navigation bar with a left arrow and the text "I Need to Make Changes". On the right side of the navigation bar, there is a purple button with the text "Sign this form" and a right arrow. The button is highlighted with a red rectangular border.



A screenshot of a "Signature" dialog box. The title bar says "Signature" with a close button. The main text reads: "Before you continue, you must sign below to attest that everything entered in the form is accurate." Below this is a horizontal progress bar. The instruction "Please draw your signature below" is centered above a large white signature area. A faint, light blue signature is visible in the area. At the bottom left of the signature area, there is a "Clear" button with a close icon. At the bottom right, there is a blue button with the text "Submit Signature" and a checkmark icon. This button is highlighted with a red rectangular border.



Sign transaction using mouse, mouse pad or touch screen



A screenshot of a green confirmation message box. It contains a white checkmark icon, the text "Successfully Signed", and "Signature was successfully submitted". There is a close button (X) in the top right corner.

# Reference and Contact Information

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- eMedNY Website
  - [www.emedny.org](http://www.emedny.org)
- eMedNY Call Center
  - 800-343-9000



# Thank You

