



## MDCH Distributes Provider Manual On CD-ROM

Michigan Medicaid has converted its 1100+ page Provider Manual into a simple, easy to navigate document on CD ROM. The CD, mailed March 3rd to Medicaid providers, delivers easy to access information on policy, procedures and billing.

Effective immediately, the electronic version of the Medicaid Provider Manual replaces the paper version. Exceptions include Nursing Facilities and Medicaid Health Plans sections. These topics will be addressed in the next Provider Manual update.

### The CD's Easy To Use

Michigan Medicaid produced this manual in a format that is easy to use. Providers will need a CD ROM player in their computer and Adobe Acrobat® Reader 5.0 or later (included on the CD ROM) to access the document. The manual is self launching, so the user simply needs to insert the CD to access this well organized storehouse of information.

The manual allows users to jump to any point in the document with the simple click of their mouse. It's no longer necessary to search through multiple paper documents and compare information to determine current policy. This manual contains everything a provider needs: programs; provider types; instructions for billing and

reimbursement; forms; and key contact information.

### Start with the Overview

MDCH has provided an easy to use overview of the document with each disc. This Overview describes how the information is organized and how to navigate through the document. Using the Overview, each user will be able to identify the chapters most relevant to their business. Consolidating all information and policies into a single document makes the manual very convenient.

### Old Chapters Revised and New Ones Added

This version contains several new chapters and appendices were developed to cover policies and information that had previously been contained only in policy bulletins.

Existing chapters have been rewritten to incorporate policy bulletins or policy clarifications, and all are formatted in a common style.

### Updating the Manual

The Medicaid Provider Manual can also be accessed at: [http://www.michigan.gov/mdch/0,1607,7-132-2945\\_5100-87572--00.html](http://www.michigan.gov/mdch/0,1607,7-132-2945_5100-87572--00.html). The web version will be updated quarterly to incorporate any policy bulletins that have been issued since the last update. On an annual basis, an updated CD will be mailed to providers eliminating their need to retain and refer to frequent policy bulletins.

### Enormous Cost Savings

The enormous cost savings combined with improved access to information demonstrate the real gains that technology can bring to health care administration.



## Contact Info

Provider e-mail Hotline  
[providersupport@michigan.gov](mailto:providersupport@michigan.gov)

Michigan Medicaid  
<http://www.michigan.gov/mdch>

mihealth.org — Your Link to Michigan Health Resources  
<http://www.mihealth.org>

Electronic Fund Transfer (EFT) Contract & Payment Express  
<http://www.cpexpress.state.mi.us>

Michigan Department of Community Health



Jennifer M. Granholm, Governor  
Janet Olszewski, Director