



MaineCare Services
An Office of the
Department of Health and Human Services

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MaineCare Primary Care Case Management
Maine Department of Health and Human Services
MaineCare Services
Division of Healthcare Management
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Information Regarding The Managed Care PCP Addition Form

Read this before completing the MaineCare PCP addition form for Primary Care Case Management (PCCM)

- 1. The new PCP you are adding must be enrolled as a MaineCare Provider.** The provider must have a MaineCare ID# and a Provider/Supplier Agreement on file at MaineCare. If not, contact the MaineCare Provider Enrollment Unit at 1-800-321-5557, Option 6 for a provider enrollment packet.
- 2. Only the following providers can enroll as Primary Care Case Management (PCCM) Primary Care Providers (PCP)**
 - Family and general practitioners (MD/DO)
 - Internists
 - Pediatricians
 - Obstetricians/Gynecologists
 - Physician extenders (Physician Assistants (PA); Nurse Practitioners: (NP, FNP, CFNP, CPNP)
- 3. Staff of the Health Care Management Unit will review the submitted information and will inform you via phone, e-mail, fax or mail that you've been approved, denied, or there is a need for follow-up.** Approval is given in accordance with the MaineCare Benefits Manual, Chapter VI, Section 1, Primary Care Case Management. It is available on the web at: <http://www.maine.gov/sos/cec/rcn/apa/10/ch101.htm> Ch. VI - Section 1: Primary Care Case Management.

General Instructions

- Use this form if you have an existing site and you want to add one or more new MaineCare Primary Care Providers.
- If the information you submit to MaineCare is not complete or you do not include the signatures and dates, we will return the packet to you and it will delay the enrollment process.
- When asked for the specialty, write in one of the provider specialties by name, i.e. *pediatrician*, listed above in number 2. No other provider types are allowed to provide primary care. If you need more room to add providers and servicing ID #s, make as many copies of the form as you need.
- Complete attached 'Add New MaineCare Provider' paperwork and mail or fax to the address and number next to the MaineCare logo above.