

FISCAL AGENT FOR
**The Colorado Medical
Assistance Program**



Provider Enrollment
P.O. Box 1100
Denver, CO 80201-1100

303-534-0146
1-800-237-0757
Fax: 303-534-0439

Re: Alternative Care Facility

Dear Colorado Medical Assistance Program Provider Applicant:

Thank you for your interest in becoming a Colorado Medical Assistance Program Alternative Care Facility (ACF) Colorado Medical Assistance Program provider.

A one day ACF orientation is required for ACF applicants. Please contact the Colorado Department of Health Care Policy and Financing (HCPF), Long Term Care Division, at 303-866-5908 to register for the orientation. You will receive the ACF application at the orientation and will be instructed to mail the ACF application to both HCPF and the Department of Public Health & Environment (DPHE).

Within approximately 60 days from the date of your completed application DPHE will conduct a survey of your agency. When the survey is concluded and all requirements are met, DPHE reports the results to HCPF on a Certification and Transmittal form. HCPF forwards the form to the fiscal agent. The fiscal agent will then send you a Colorado Medical Assistance Program Provider Enrollment packet. Mail the completed enrollment forms back to the fiscal agent for assignment of a provider number.

We have enclosed the following:

- 1) A list of Single Entry Point Agencies,
- 2) Minimum insurance requirements, and
- 3) Colorado Medical Assistance Program Rules and Regulations order form (Rules are also available on-line at http://www.chcpf.state.co.us/HCPF/refmat/Reference_Include.asp, Staff Manual Volume 8 State Rules concerning Medicaid).

Providers are reminded that a transfer of ownership terminates the Colorado Medical Assistance Program Provider participation agreement. New owners must re-apply and complete all new applications for an Assisted Living Residence License, ACF Certification and Colorado Medical Assistance Program Provider participation agreement.

For further assistance, please contact Colorado Medical Assistance Program Provider Services at: 303-534-0146 or 1-800-237-0757 (Toll free Colorado).

Sincerely,

The Colorado Medical Assistance Program