



Dear Provider,

Please join DXC Technology (DXC) for upcoming training sessions on CMS 1500 Professional Billing and UB-04 Institutional Billing. These training sessions are intended to help new providers with a high-level overview of claim submissions, prior authorizations, using the website, and more. For a preview of the training materials used in these sessions, refer to the [CMS 1500 Beginning Billing Workshop](#) and the [UB-04 Beginning Billing Workshop](#), available on the [Provider Training web page](#) under the Billing Training and Workshops drop-down section. For more in-depth training materials on navigating the Provider Web Portal, refer to the Provider Web Portal Quick Guides available on the [Quick Guides and Webinars web page](#).

During the training session, the DXC Trainer will reference certain resources and web links. These resources can be found on the [General Resources & Key Contacts](#) sheet, available on the [Provider Contacts web page](#). Providers are encouraged to bookmark the Provider Contacts web page for future reference and access to these helpful resources.

### **March 2019 Provider Training Sessions**

#### **CMS 1500 Professional Billing**

Thursday, March 14, 2019  
9:00 a.m. - 11:30 a.m. MT.

#### **UB-04 Institutional Billing**

Thursday, March 21, 2019  
9:00 a.m. - 11:30 a.m. MT.

Please note that trainings may end early; however, extra time has been allotted for questions at the end of each session.

Providers may choose to attend any training session via live webinar or in person at the DXC office. See below for registration instructions.

#### **Live Webinar Registration**

Register for the live webinars via the links below. An automated response will confirm the reservation. Do **not** register via these links if planning to attend a training session in person at the DXC office (see instructions below for RSVPing to attend in person).

[Webinar - CMS 1500 Professional Billing Provider Training Session](#)

[Webinar - UB-04 Institutional Billing Provider Training Session](#)

For questions or issues regarding webinar registration, email [co.training@dxc.com](mailto:co.training@dxc.com) with the subject line "Webinar Help." Include a description of the issue being experienced, name and contact information (email address and phone number), and the name and date of the webinar(s) to be attended. Allow up to 2-3 business days to receive a response.

#### **In-Person Training Registration**

Providers who would like to attend training sessions **in person** should RSVP to [co.training@dxc.com](mailto:co.training@dxc.com) by noon the day prior to the training, with the subject line "In-Person

RSVP." Include attendee name(s), organization and contact information (email address and phone number), and the name and date of the training session(s) to be attended. Allow up to 2-3 business days to receive a confirmation for in-person training reservations. Do **not** send an RSVP via email unless planning on attending **in person**.

In-person training sessions are held at the following address:

DXC Technology Office  
Civic Center Plaza  
1560 Broadway Street, Suite 600  
Denver, CO 80202

Free parking is not provided, and parking is limited in the downtown Denver area. Commercial parking lots are available throughout the downtown area. The daily rates range between \$5 and \$20. Carpooling and early arrival are recommended to secure parking. Whenever possible, public transportation is also recommended. Some forms of public transportation include the [Light Rail](#) and [Free MallRide](#).

Thank you,

Department of Health Care Policy & Financing

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