

Obtaining a Provider Web Services Account

If you enroll or are planning to enroll as a new provider, you will receive logon information as a part of the provider enrollment process through the Provider Management Module, <https://vermont.hppcloud.com/>.

The web services form is to request either, a new Provider Web Service account on the Vermont Medicaid Portal for currently enrolled providers to view Web RA's and Eligibility OR a new Delegate account on the Provider Management Module

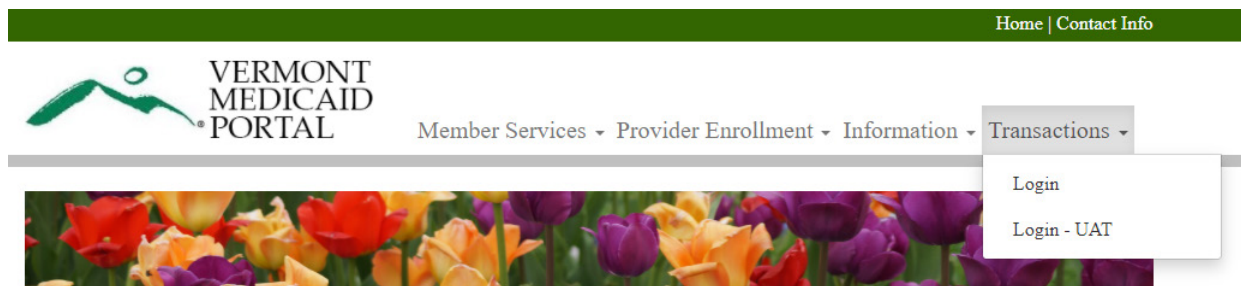
New Delegate accounts must be linked to the Provider account with a Relationship Code on the Provider Management Module. After signing in, click on Maintenance > Portal Profile Maintenance to see your Relationship Code. The primary Provider account holder will then need to add your Relationship Code to their login account under Maintenance > Manage Delegates.

If you need an account related to EDI (for electronic claim submission), please click here. If you have questions related to EDI, please contact the EDI Department at vtedicoordinator@gainwelltechnologies.com.

Please do not fill out this form if you are already a Delegate on the Provider Management Module and need an account to view Web RA's and Eligibility on the Vermont Medicaid Portal. Your account must be added as a Team Member by the established Provider / Admin account of your organization.

To obtain a provider web services account, please do the following:

1. Go to <http://www.vtmedicaid.com/#/home>, click Transactions and Login.



2. Under Create an Account click on the word "[here](#)".

Sign in

User ID

Password

Log In

Forgot password

Create an Account

For providers who do not wish to submit electronic claims files, or do submit claims electronically using a billing service or clearinghouse wanting to verify eligibility, check claim status, download Remittance Advice and more, click [here](#) to request an account.

Once your request has been processed, you will receive an invitation code to register for our online Provider Management Module. Completion of your registration will allow you to access the [Provider Management Module](#) and this site.

Trading Partner Account Setup

To set up a trading partner account in order to submit electronic claims files: click on and print [EDI Registration](#) and [Trading Partner Agreement](#). Fill out both documents and mail them to us (both documents require signatures). We will set up an account and mail the account information back to you.

3. Choose the **Account Type**, enter the information for the request and **Submit** the form.
 - a. The email address you are entering must already be associated with your Vermont Medicaid provider file and you must have access to that email.

Account Type

Please choose which type of account you are requesting. Note that a Provider account will provide the user direct contact with the provider's enrollment information. Delegate accounts are intended to be created for those individuals working on behalf of the provider such as, enrollment specialists, office managers, etc.

☐ Provider (Claims, Eligibility, RA's, PMM)
 ☐ Delegate (PMM Only)

Email

First Name

Middle Name (Optional)

Last Name

Provider ID

OR
Service Location Number

☐ I'm not a robot
 

Submit

4. Once your request has been processed, you will receive an invitation code to register for our online Provider Management Module. Completion of your registration will allow you to access the Provider Management Module and the Vermont Medicaid Provider Portal.