

## Eligible Professionals — Let's Get Started!

(A single provider who will enter their data and submit their own CMS EHR funding application.)

To the right are the step by step instructions on how to complete the registration process.

**Please Note:** This information is provided for Medicaid practitioners interested in applying for the Medicaid EHR Incentive Program. If you are a Medicare practitioner looking for information on the Medicare EHR Incentive Program, please visit <http://www.cms.gov/EHRIncentivePrograms> for more information.



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### Patient Volumes

Eligible Professionals must demonstrate 30% Medicaid patient volumes for a representative 90-day period in the previous calendar year. Pediatricians may demonstrate a minimum of 20% Medicaid patient volumes to qualify for a reduced incentive amount.

Patient volumes are based on unique patient encounters per day for the 90-day period. In certain circumstances, you may also be able to count Medically Needy patient volumes to help you meet the eligibility requirements. You can also count patients seen in different states if you practice in multiple states.

### Things You'll Need

1. Locate the National Provider Identified (NPI) and Tax Identification Number (TIN) you'll need to register at CMS's EHR Incentive Program Registration site. You'll also need this to create an SLR account.  
If you don't have an NPI, visit CMS's site to apply for one. Need a TIN? Visit IRS.gov.
2. Register at CMS's EHR Incentive Program Registration site.
3. You must have an active Medicaid Provider Number. To enroll or check the status of your enrollment, visit the enrollment site.
4. Create or locate an electronic copy of your signed contract with a vendor for the purchase, implementation or upgrade of a certified EHR system. Guidelines and Checklist for EHR Vendor Selection: <https://www.healthit.gov>
5. Locate information related to your medical license such as your license number and effective dates.
6. Identify an individual who will be the contact for your application - you'll need their name, phone and email.
7.  Determine the Medicaid Patient volume you'll be reporting.
8. Determine which method of Certified EHR technology for which you will be attesting.
9. Certified EHR info — [https://chpl.healthit.gov/#/resources/cms\\_lookup](https://chpl.healthit.gov/#/resources/cms_lookup)
10. Create an SLR account to register for the Alaska Medicaid EHR Incentive Program.
11. Ensure that you have access to a scanner or electronic faxing technology such as RightFax™.
12. Contact the Alaska Medicaid EHR Incentive Program Office if you have questions or would like to set up a meeting to discuss the Alaska Medicaid EHR Incentive Program registration and attestation process.