



# A Provider's Guide to the ASO Transition

## *What you need to know to be ready for launch (Nov. edition)*

Effective January 1, 2020, Optum Maryland will replace Beacon as the administrative service organization (ASO) for Maryland's public behavioral health system. Authorization for services, claims, and check runs will be handled by Beacon through December 31, 2019. To be ready for Optum to take over on January 1, you need to:

### 1) SIGN UP FOR TRAINING with Optum

- Training will show you how to navigate the Optum portal where you will manage your profile.
- Training sessions are listed on the ASO transition website. This is also the home for the most up-to-date information regarding the transition; **check it often:** <https://mmcp.health.maryland.gov/Pages/Administrative-Service-Organization-Transition-Information-.aspx>.

### 2) REGISTER with Optum

- All programs/providers will need to register within the portal. This will make you "known" to the Optum system as an active provider, and will give you the opportunity to verify your profile information (address, email, phone numbers, etc.). Look out for a provider alert when this portal is live (planned for Dec. 16th).
- Existing authorizations will transfer to Optum, but **providers still need to register** in Optum to continue their authorizations and to submit claims for payment.

### 3) PREPARE for payment

- Optum's first check run will be the week of Jan. 6, 2020. At this point, we anticipate AT LEAST two to four weeks of check runs will require paper checks
- Providers MUST make sure your "Pay To" or "Remit To" address in Medicaid (MMIS) is 100% accurate **or you may experience a delay in receiving payment for the first few weekly check cycles**
- Providers should ensure that their provider file in Medicaid (**through ePREP** <https://eprep.health.maryland.gov/sso/login.do>) has all the current information so that checks will be mailed to the correct location

*If you have additional questions, please see the FAQ page on the transition website* <https://mmcp.health.maryland.gov/Pages/Administrative-Service-Organization-Transition-Information-.aspx>, call 1-800-888-1965, or email [mdh.bhasotransition@maryland.gov](mailto:mdh.bhasotransition@maryland.gov)