# Issues

|  |  |  |  |
| --- | --- | --- | --- |
| # | Description | Assigned To | Status |
| 1 |  |  |  |

# Description

The purpose of this use case is to depict all essential steps, at a high-level, required to enrolling an individual non-PCA provider. The steps are further details in lower level use cases.

# Primary actor(s)

1. User

# Preconditions

1. Provider enroller is registered
2. The MPSE provider is an individual

# Main Flow: Enter/update an initial provider profile

1. User login (See use case Mid\_Level\_User\_Management.doc)
2. User Initiates new enrollment (UC006)
3. User selects applicant type of individual (UC002)
4. User enters SSN to perform uniqueness test (UC081)
5. User enters individual applicant information (name, contact info) (UC036)
6. User enters NPI (UC037)
7. Repeat the following indented steps for each practice location:
   1. User enters affiliations, optionally selecting one as primary (UC039)
   2. If no primary address selected, user enters addresses and practice information (UC040, UC012)
   3. User enters healthcare services (UC043) and waiver services (UC044)
   4. User enters additional information based on healthcare service (UC046)
8. User enters all healthcare (UC049) and waiver service credentials (UC051)
9. User associates third party billers (UC048)
10. User views summary (UC047)
11. User agrees to agreements and addendums (UC052)
12. User submits the provider profile for approval (UC053)
13. Use case ends

## Alternate flow: Enter/update a subsequent provider profile

This flow is invoked instead of the main flow.

1. Provider enroller access MPSE via MN-ITS (UC094)
2. System displays "accessed from MN-ITS" landing page (UC005)
3. Provider enroller invokes option to update or revalidate provider profile (UC005)
4. System copies provider profile, creating a new version (UC005, UC019)
5. Continue with step 3 of main flow

# Change Control

| Version | Date Revised | Revised By | Revisions |
| --- | --- | --- | --- |
| 1 |  |  | Initial draft |
|  |  |  |  |