

4. Add the individuals Physical and Mailing Addresses, Phone, Fax and E-mail.
Save each time information is entered

The screenshots show a software interface for adding provider information. The provider is Katherine D. Smith, DSDS ID 83269, located in Anchorage, Alaska. The interface includes tabs for Contacts, Medicaid Codes, Rates, Consumers, Agents, Approvals, Notes, Prev, and Next. The 'Physical Address' and 'Mailing Address' sections are highlighted, showing the address 600 Barrow Street, Suite 404, Anchorage, AK 99501. The 'Phone' and 'Fax' sections are also highlighted, showing the phone number (907) 258-3498 and the fax number (907) 279-0171. The 'Email Address' section is also highlighted.

Physical Address: 600 Barrow Street, Suite 404, Anchorage, AK 99501

Mailing Address: 600 Barrow Street, Suite 404, Anchorage, AK 99501

Phone: (907) 258-3498

Fax: (907) 279-0171

Email Address:

5. Click on Medicaid Codes

- a. Add the CMX, RLX, HCX, or EMX as a placeholder until a provider number is issued
- b. Add start and end dates of the certification
- c. Change the status to Cert Approved
- d. Click Add