



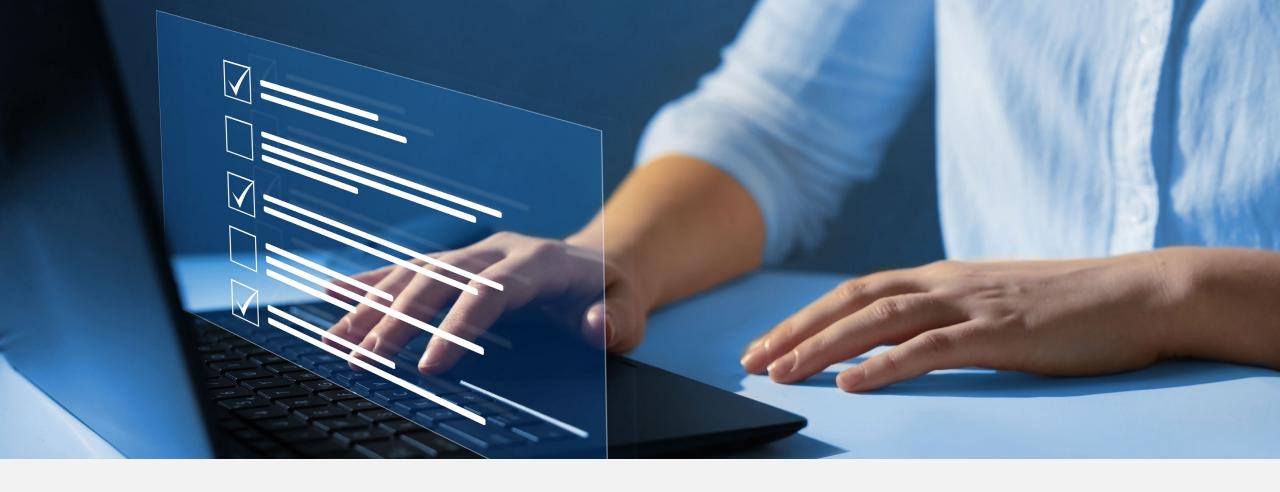
Getting Access to PECOS

6/4/2024

Closed Captioning: Auto-generated closed captioning is enabled in this course and is at best 70-90% accurate. Words prone to error include specialized terminology, proper names and acronyms.





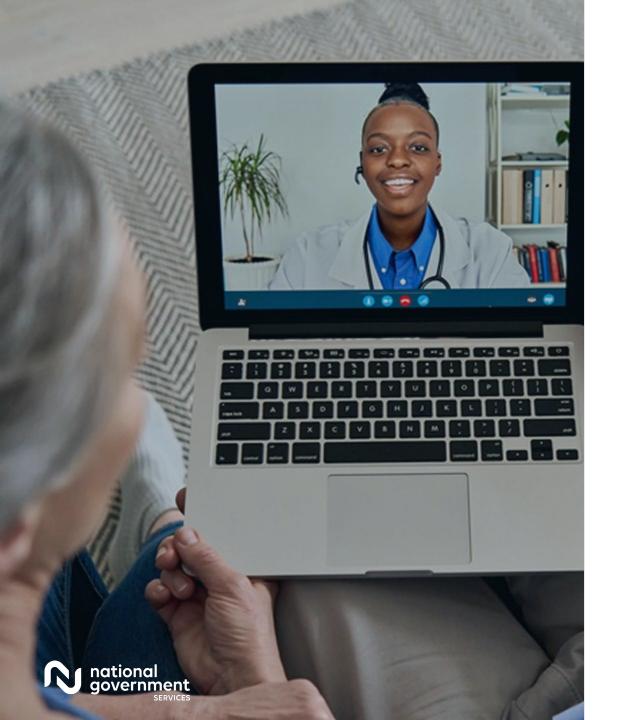


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Today's Presenters

Provider Outreach and Education Consultants

- Laura Brown, CPC
- Susan Stafford PMP, COA, AMR











Agenda

- Benefits of PECOS
- CMS Systems and Relationship
- Retrieve Forgotten User ID
- Create Your Account
- Register as an Authorized Official (AO), Access Manager (AM) or Staff End User for Your Employer
- Initiate a Connection Request to a Provider
- Initiate a Connection Request to a Group/Entity
- Manage Your Employees and Their Access
- Contact Information and Resources







Benefits of PECOS

Benefits of PECOS

- Access to provider enrollment information currently on file with Medicare, submitted
 - Electronic via PECOS
 - CMS paper application
- Submit electronic application for any scenario to update, add or delete provider enrollment information with the following features
 - Electronic signatures or upload certification statements
 - Upload supporting documents (PDF or TIFF)





Benefits of PECOS

- View the following PECOS reports
 - Medicare ID Report (PTAN, Medicare Number)
 - Approved Enrollment Record (view current provider enrollment information)
 - Pending Reassignment Applications
 - Reassignment Report (PTAN, effective date, revalidation due date)





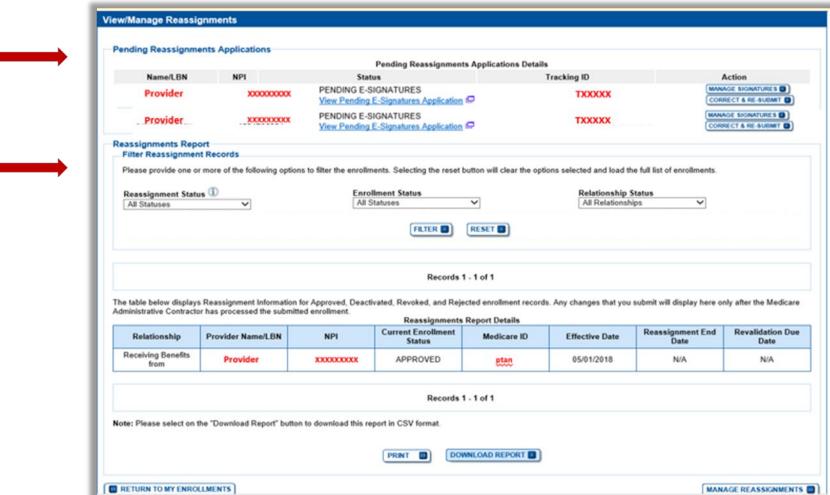
PECOS Reports







View/Manage Reassignments Report







Learn About PECOS

- NGS website
 - Learn About PECOS Web <u>Part A</u> or <u>Part B</u>
 - ✓ Links to all three systems, PECOS, I&A, NPPES
- CMS website
 - Internet-based PECOS
- PECOS website
 - Provider and Supplier Resources
 - ✓ Enrollment Tutorials
 - ✓ Accessibility





CMS Systems and Relationship

Identity & Access (I&A) Management System

Identity & Access (I&A) Management System

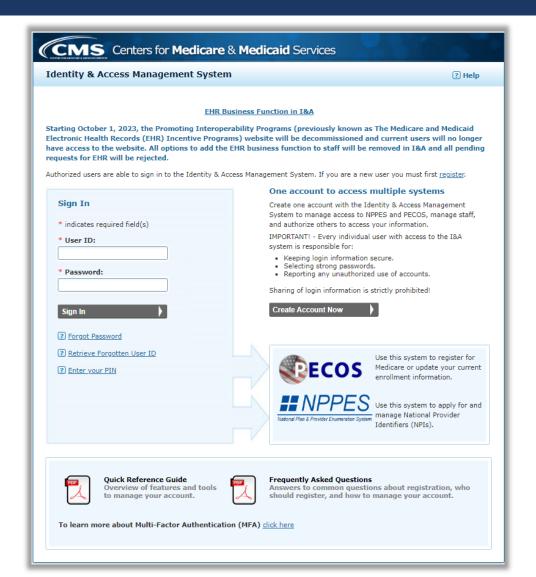
Provider
Enrollment, Chain,
and Ownership
System (PECOS)

National Plan &
Provider
Enumeration
System (NPPES)





Identity & Access Management System







1&A Management System

- Purpose for I&A security system
 - Individual profile for user ID to access multiple systems
 - ✓ <u>PECOS</u> (Medicare provider enrollment information)
 - ✓ <u>NPPES</u> (NPI information)
 - Connection to organization and individual enrollments
 - Authorize and manage staffs access to enrollment information





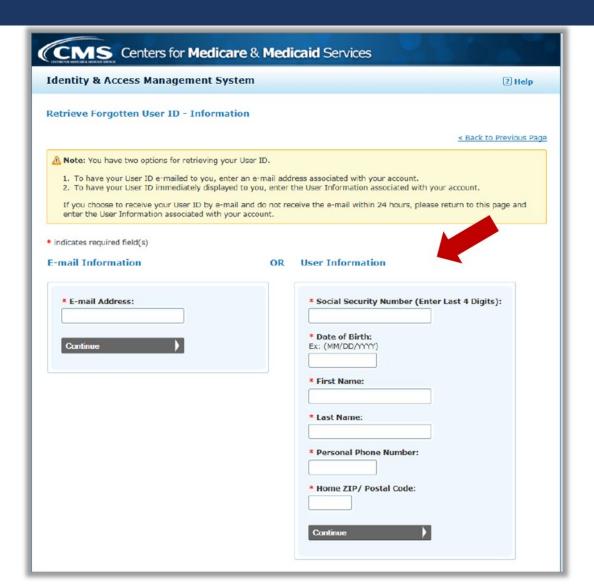
Retrieve Forgotten User ID

Retrieve Forgotten User ID





Retrieve Forgotten User ID - Information





Retrieve Forgotten User ID - Confirmation





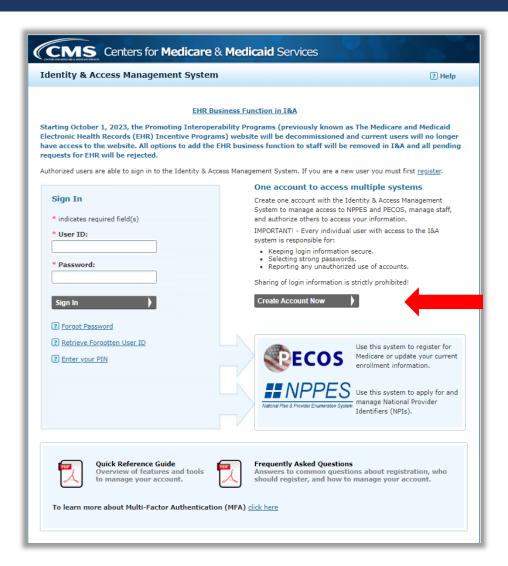
Reset Password





Create Your Account

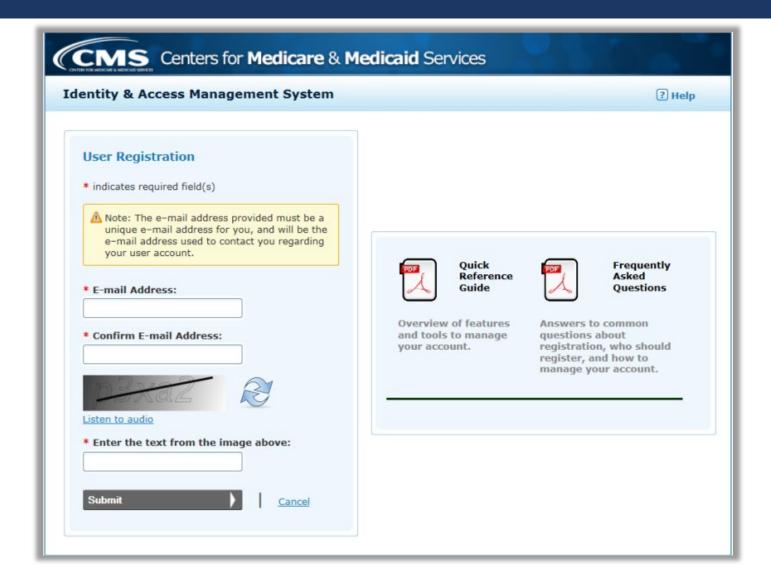
Create Account Now







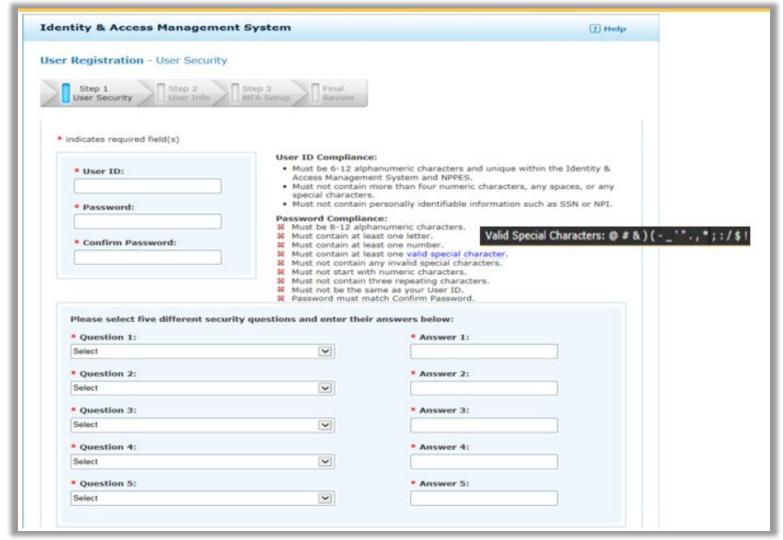
User Registration







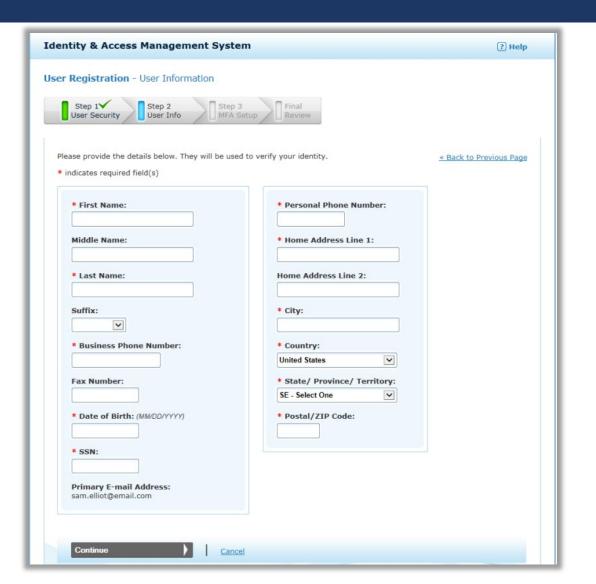
User Security







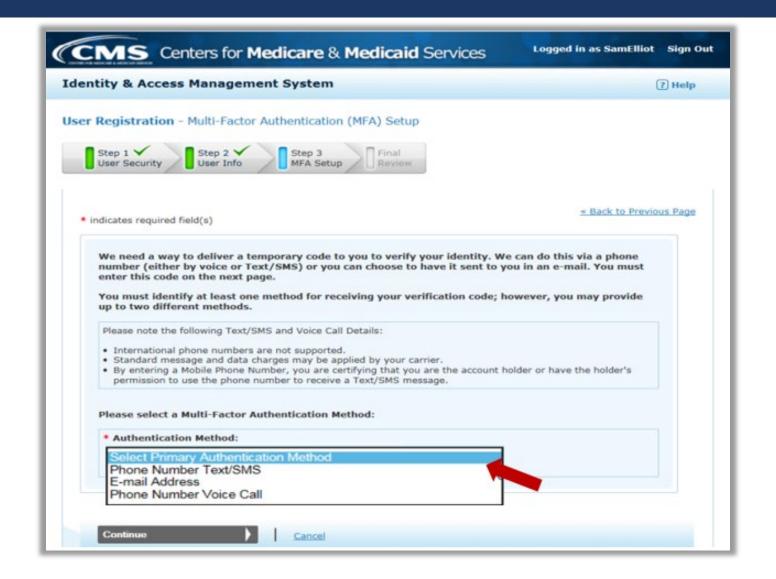
User Information







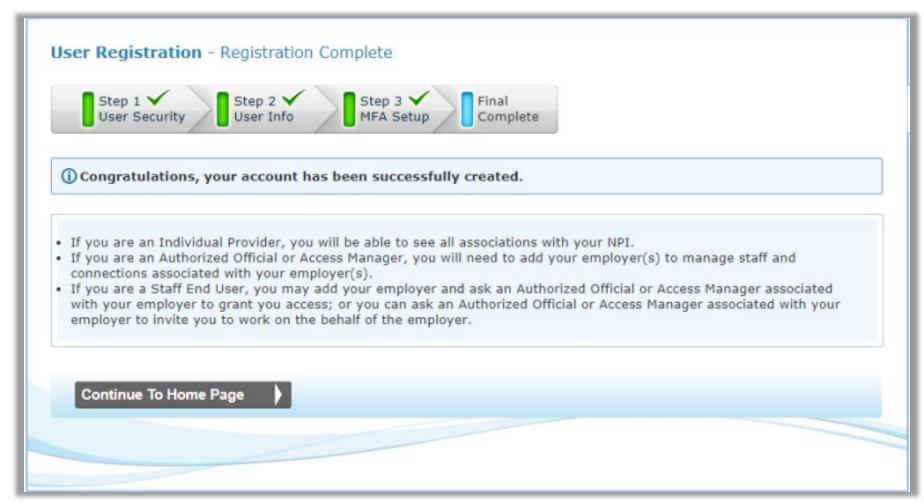
Multi-Factor Authentication Setup







Registration Complete





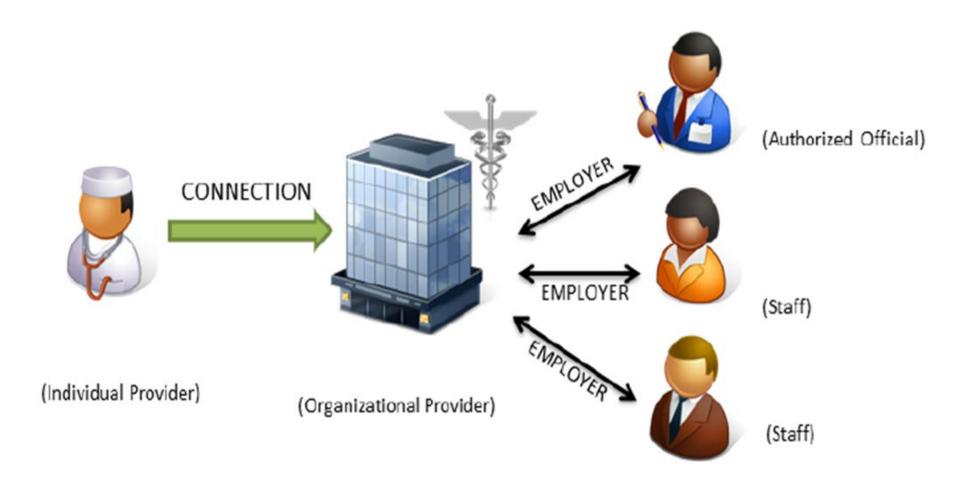
Register as an AO, AM or Staff End User for Your Employer



Roles

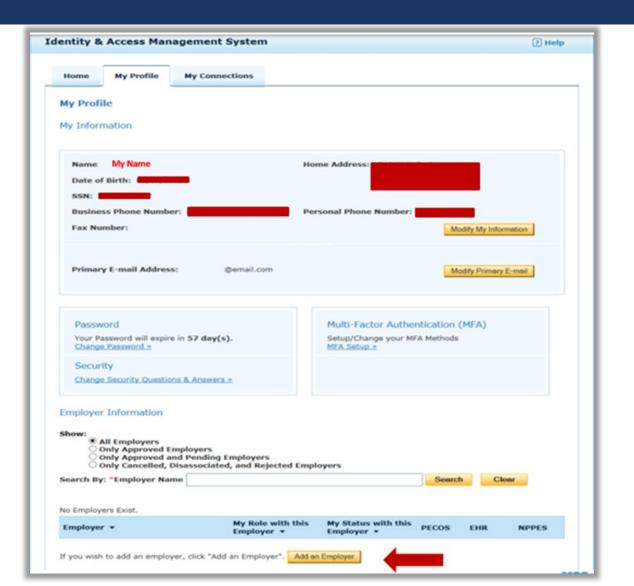
Role	Represent an Organization	Manage Staff	Approve/ Manage Connections	Act on Behalf of Provider in CMS systems
Individual Provider	Yes	Yes	Yes	Yes
Authorized Official	Yes	Yes	Yes	Yes
Access Manager	Yes	Yes	Yes	Yes
Staff End User	No	No	No	Yes
Surrogate	No	No	No	Yes

Roles and Relationships





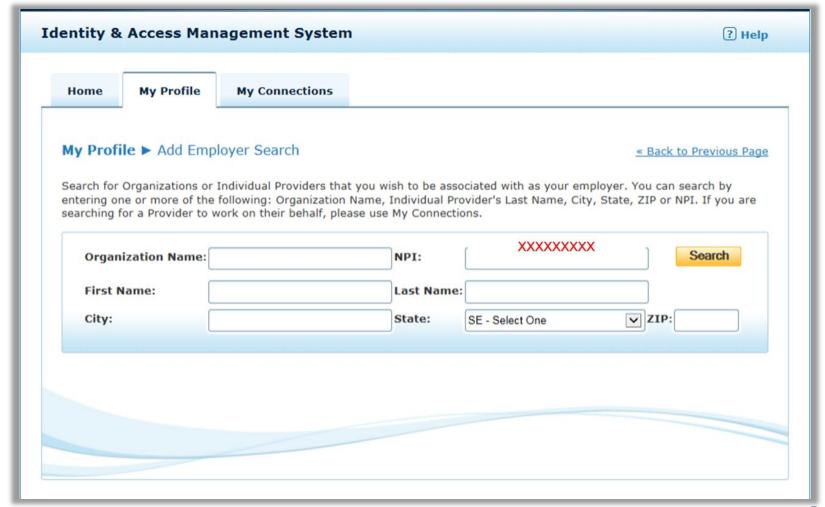
Register With Employer





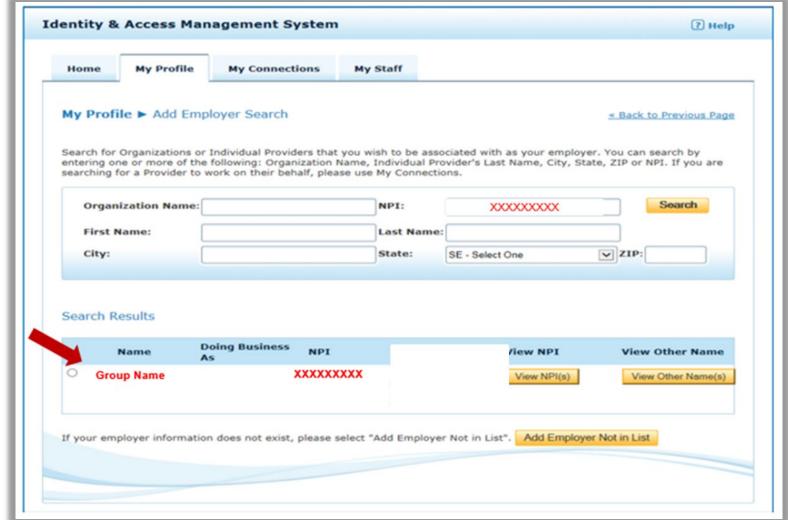


Search on an NPI



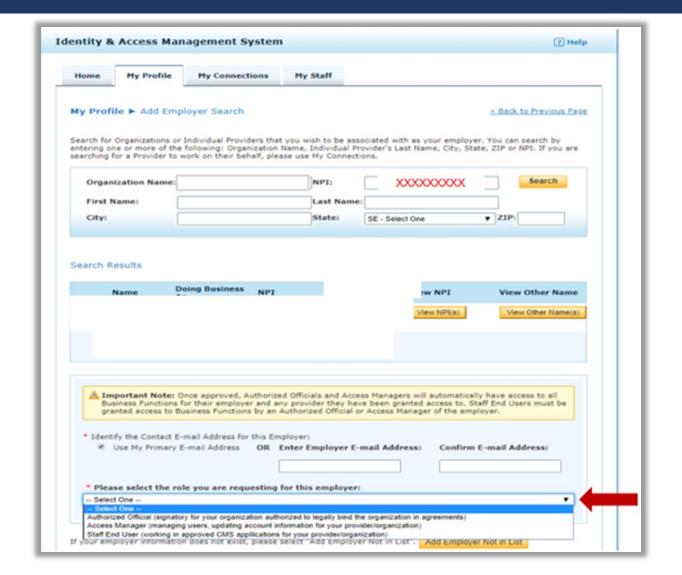


Search Results





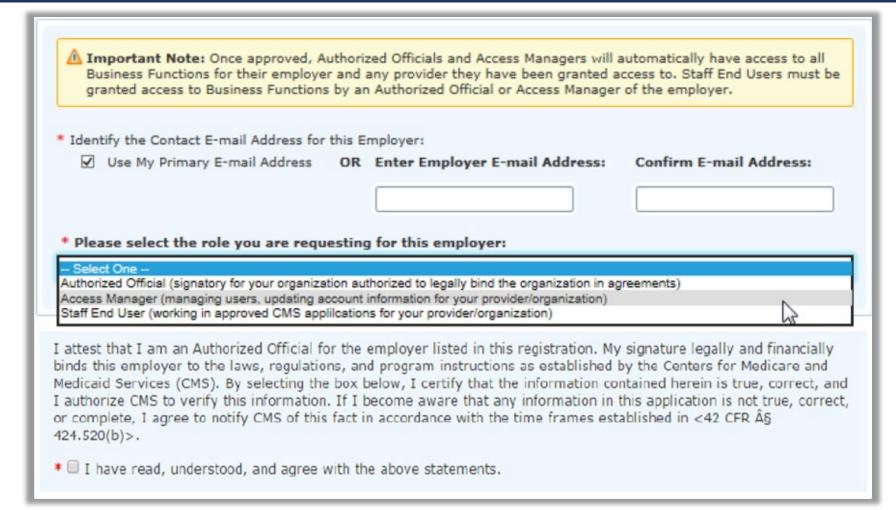
Select Role





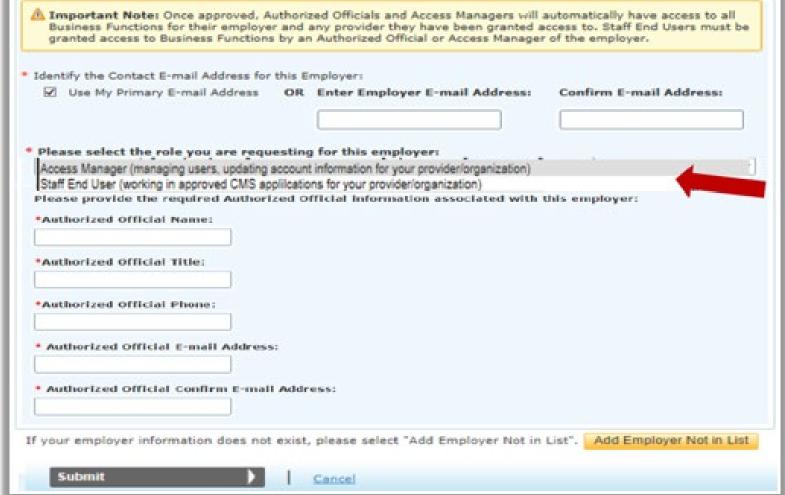


Authorized Official or Access Manager



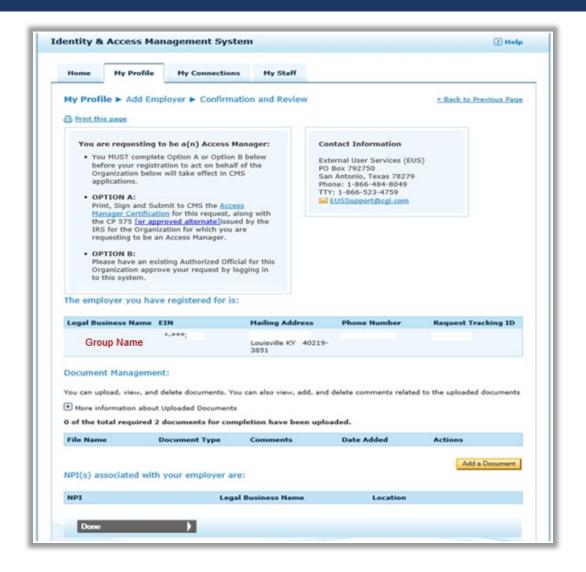


Access Manager or Staff End User





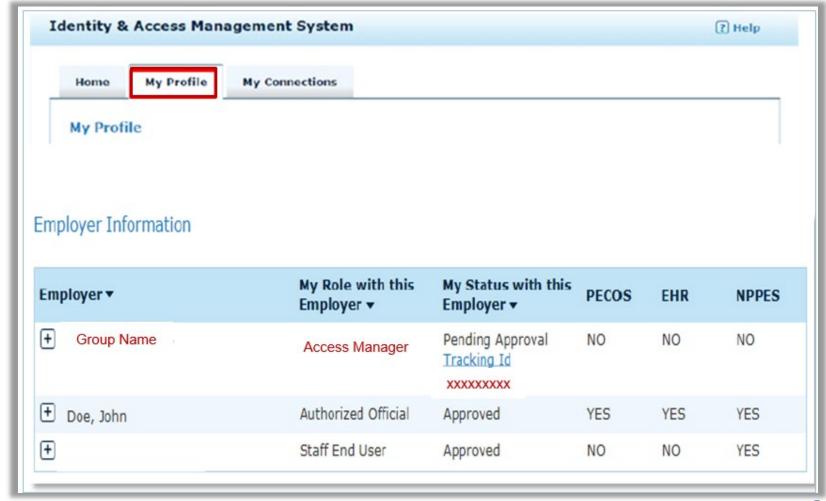
Confirmation and Review





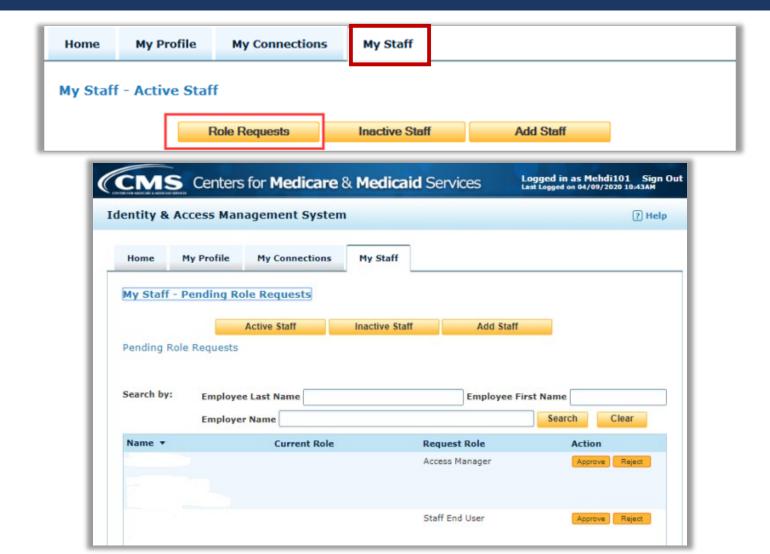


Employer Information





AO Role Request Approval

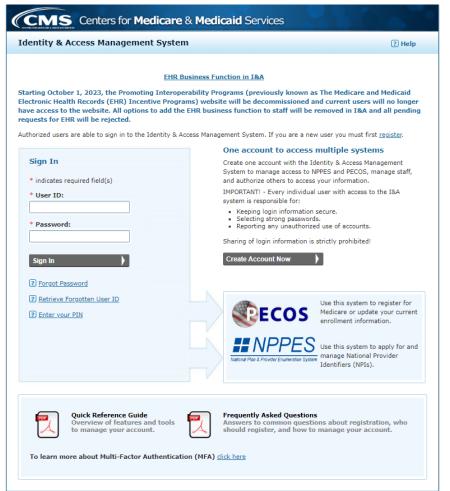


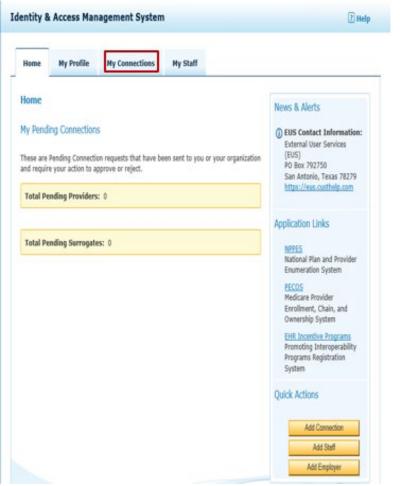




Initiate a Connection Request to a Provider

My Connection Tab

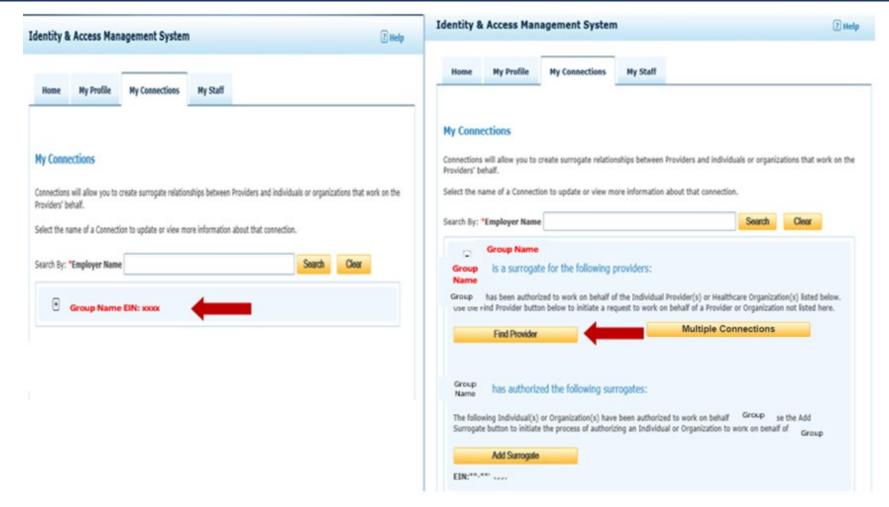






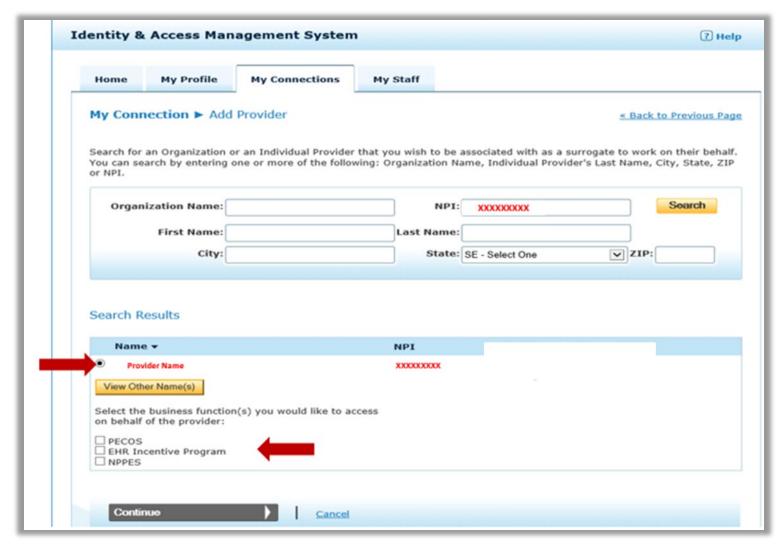


Find Provider





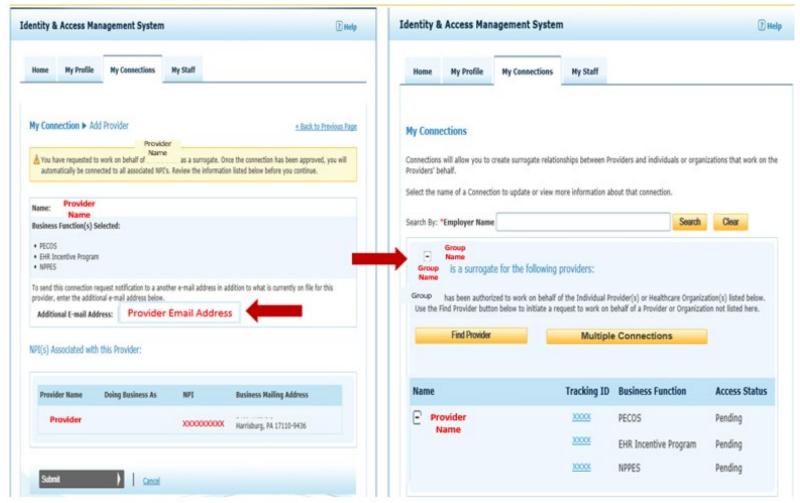
Search for a Provider







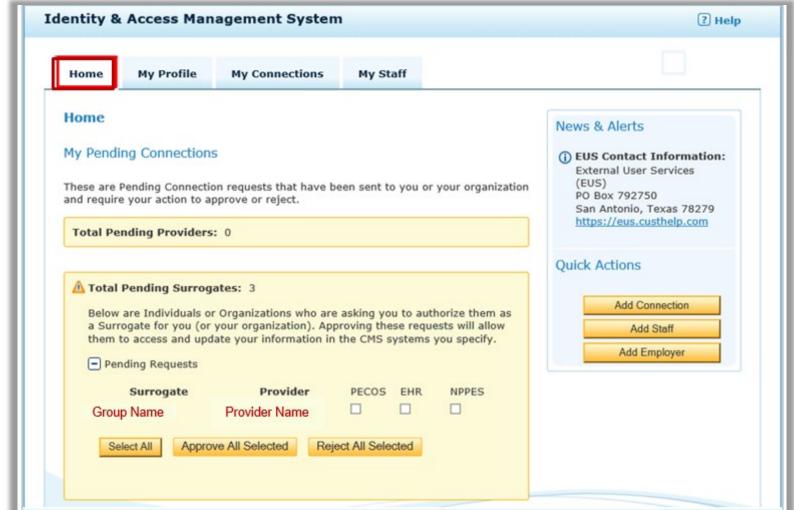
Submit and Review for a Provider





Approve Connection Request By Provider

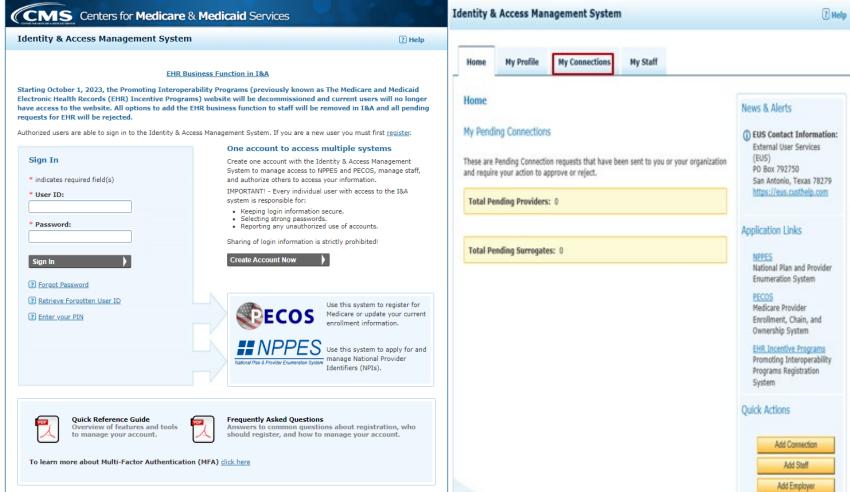
Home Tab





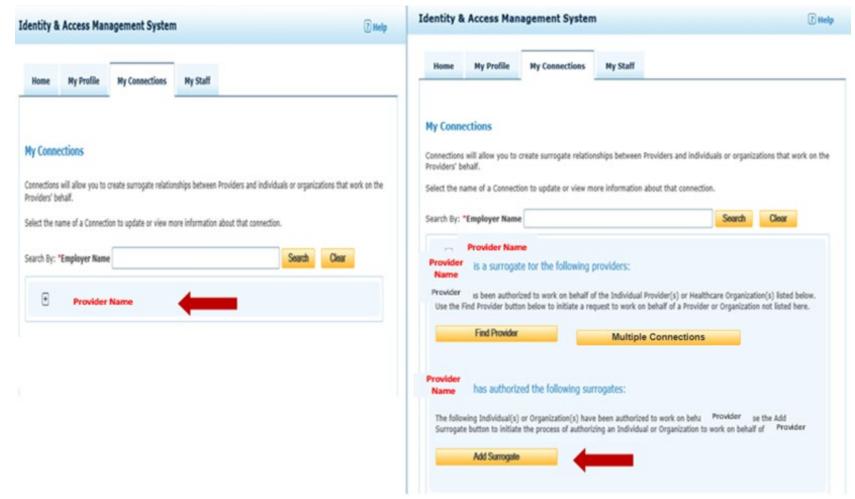
Initiate a Connection Request to a Group/Entity

My Connection Tab – Individual Provider



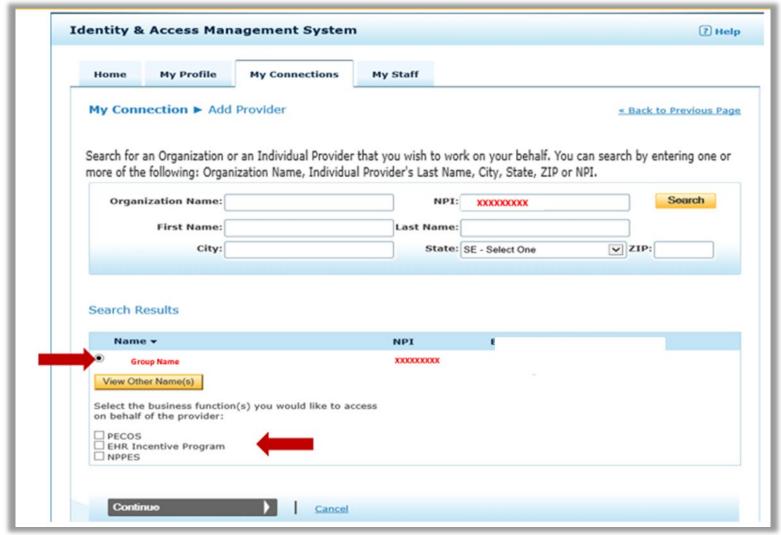


Add Surrogate





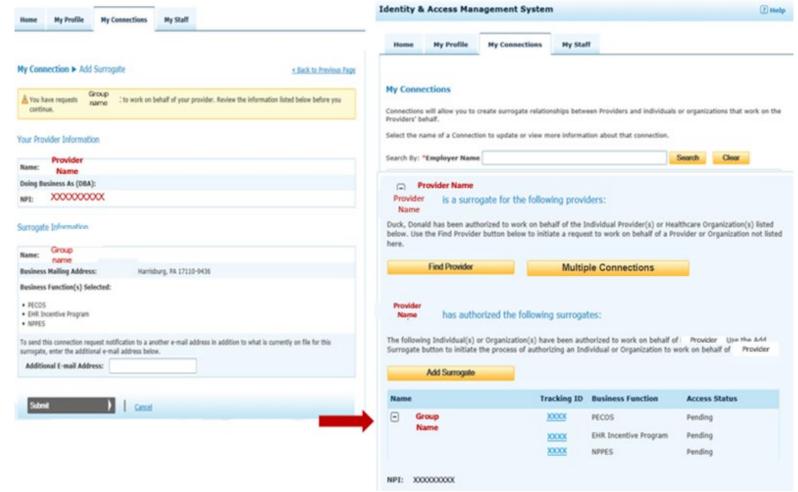
Search for a Group







Submit and Review for a Group

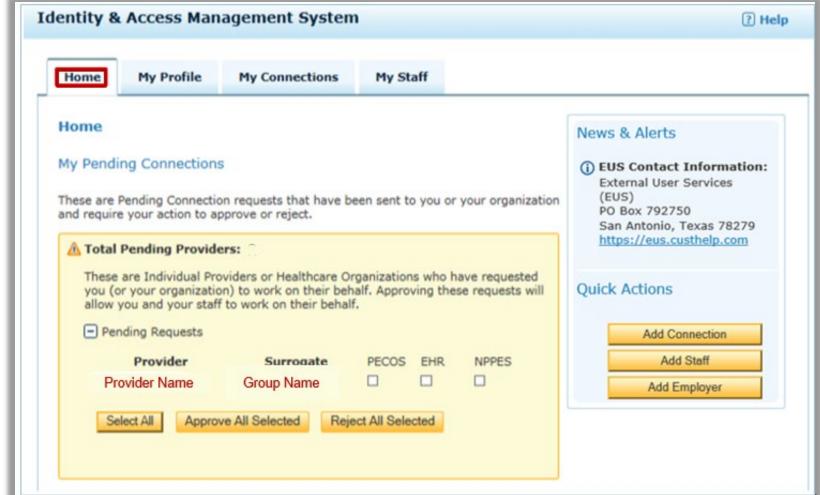






Approval Connection Request by AO/AM

Home Tab

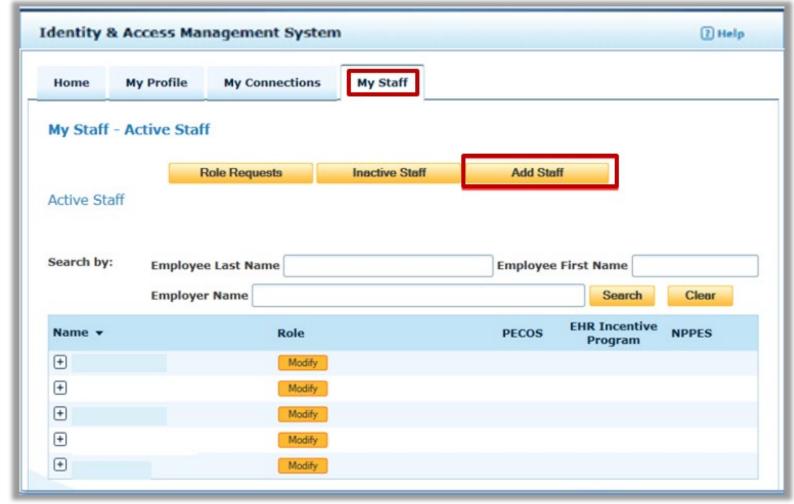




Manage Your Employees and Their Access

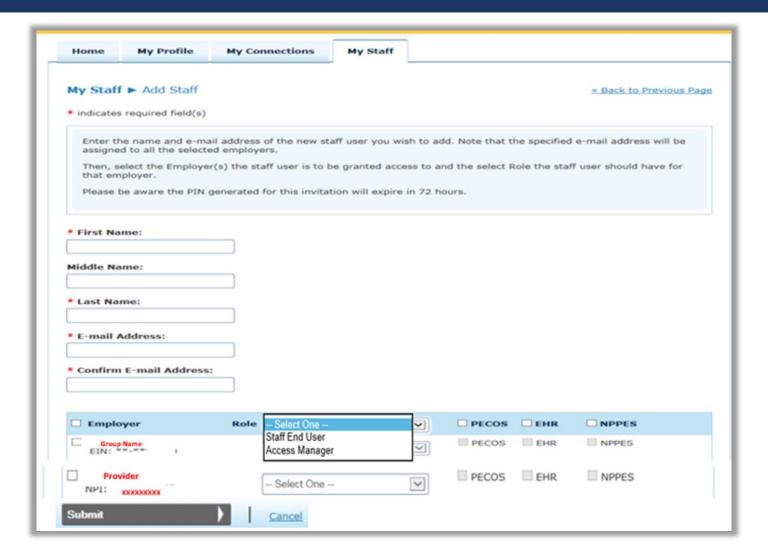
Add/Modify Staff, Approve Role Requests

My Staff Tab





Add Staff







Approval By Staff

reply@cms.gov To: jane.doe@email.com Subject: You've been invited to register with the Centers for Medicare and Medicaid Identity & Access System Jon Snow requested that you register as a staff user for your employer(s) AAG Org One, JON SNOW in the Centers for Medicare and Medicaid Services Identity & Access (I&A) system. To continue, please either click on the PIN Entry Page link provided below or cut and paste the link into your browser and enter the e-mail address and the PIN provided below. Note that the PIN will expire in 72 hours if not used. PIN Entry Page: https://nppes.cms.cmstest/IAWeb/register/register pin.do PIN: XXXXXXXXX Invitation Tracking ID: XXXX Systems that currently accept I&A log in credentials: Internet-based PECOS (https://pecos.cms.hhs.gov) EHR Incentive Program (https://ehrincentives.cms.gov) NPPES (https://nppes.cms.hhs.gov) Please do not reply to this message via e-mail. This address is automated, unattended, and cannot help with questions or requests. If you have any questions, please contact the External User Services (EUS) Help Desk: External User Services (EUS) Help Desk PO Box 792750 San Antonio, TX 78279 1-866-484-8049 EUSSupport@cgi.com



Enter Your PIN





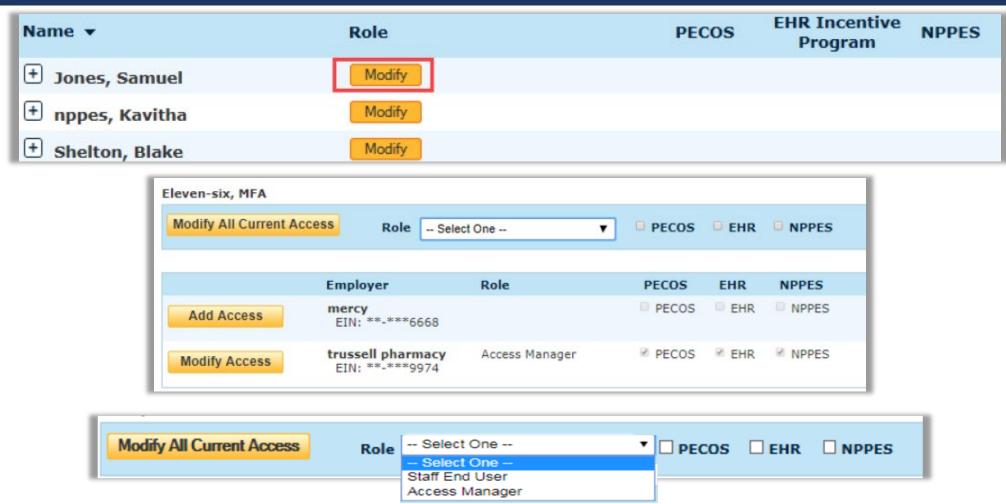


Enter Email and PIN





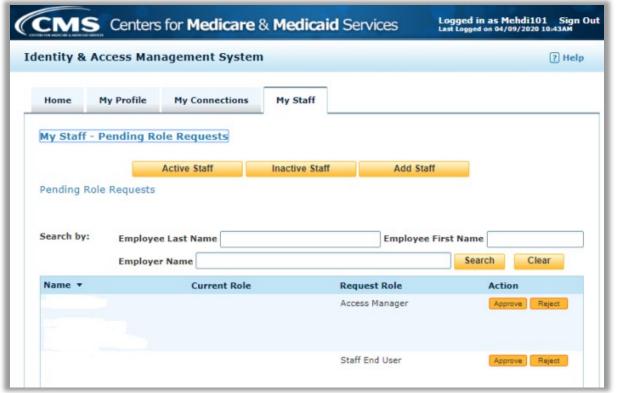
Modify Role





AO Role Request Approval







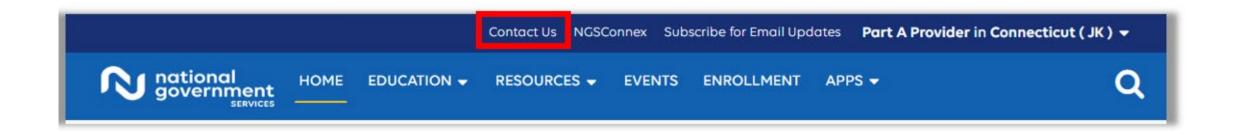
Contact Information and Resources



Contact Information

For Assistance With	Contact	Contact Information
 Changing an NPPES password Establishing a new user ID and password for NPPES Questions related to the NPI application 	NPI Enumerator	Phone: 800-465-3203 TTY: 800-692-2326 Email: customerservice@npienumerator.com
 Errors encountered while accessing or entering information in PECOS Forgotten PECOS user ids and passwords 	EUS Help Desk	Phone: 866-484-8049 TTY: 866-523-4759 Email: <u>EUSSupport@cgi.com</u> Live Chat: <u>https://eus.custhelp.com/</u>

NGS Website



Mailing Addresses

For ADRs, claims, EDI, FOIA, medical policy, enrollment, or other inquiries. **Provider Enrollment**



Resources

- Quick reference guides and FAQs for creating and managing accounts
 - Identity & Access System Quick Reference Guide
 - CMS Identity & Access Management System





Summary

- CMS systems and relationships
 - NPPES
 - PECOS
 - I&A
- Retrieve and create I&A user account and accessing enrollments
- Manage staff's access
- Contact information and resources











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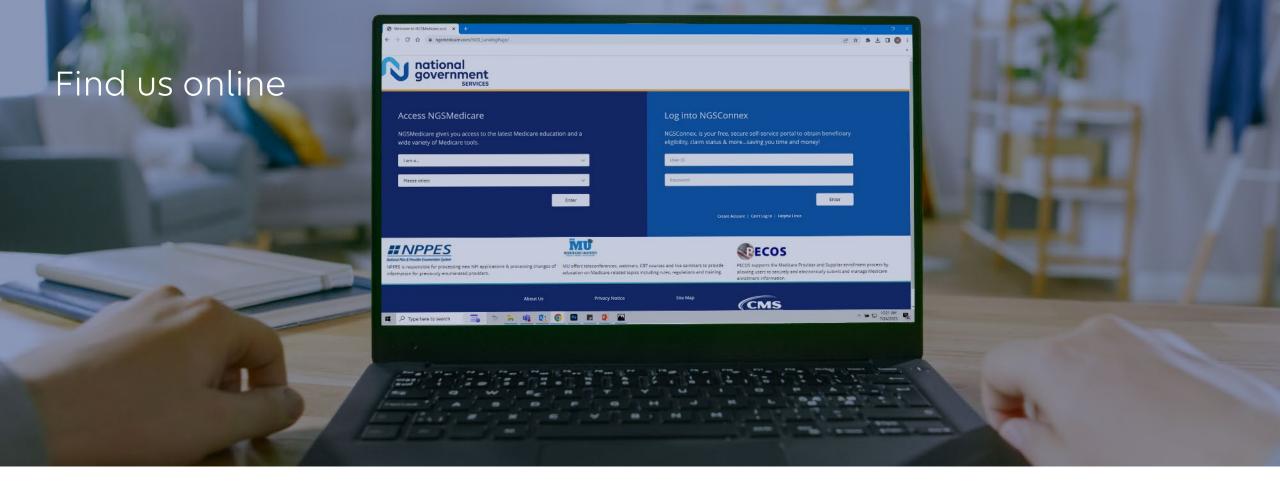


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Online resources, event calendar, LCD/NCD, and tools



IVR System

The interactive voice response system (IVR) is available 24-hours a day, seven days a week to answer general inquiries



NGSConnex

Web portal for claim information



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