

**CPSE PORTAL KNOWLEDGE BASE LINKS**

**Medicaid (Support) Mailbox: [Medicaid@CPSEPortal.com](mailto:Medicaid@CPSEPortal.com)**

Article	Link
<b>Unmatched Children &amp; Enrollments</b>	
<i>Entering Unmatched Children &amp; Enrollments</i>	<a href="http://support.cpseportal.com/kb/a71/entering-unmatched-children-and-unmatched-enrollments.aspx">http://support.cpseportal.com/kb/a71/entering-unmatched-children-and-unmatched-enrollments.aspx</a>
<i>Entering Unmatched CBRS Enrollments</i>	<a href="http://support.cpseportal.com/kb/a254/entering-unmatched-cbrs-enrollments.aspx">http://support.cpseportal.com/kb/a254/entering-unmatched-cbrs-enrollments.aspx</a>
<i>View Unmatched Enrollments</i>	<a href="http://support.cpseportal.com/kb/a184/view-unmatched-enrollments.aspx">http://support.cpseportal.com/kb/a184/view-unmatched-enrollments.aspx</a>
<b>Matching Unmatched Children &amp; Enrollments</b>	<a href="http://support.cpseportal.com/kb/a175/matching-unmatched-children-and-enrollments.aspx">http://support.cpseportal.com/kb/a175/matching-unmatched-children-and-enrollments.aspx</a>
<b>Uploading Prescriptions</b>	
<i>(For Billing Admins)</i>	<a href="http://support.cpseportal.com/kb/a431/uploading-prescriptions-for-billing-admins-new-order-screen-10-2022.aspx">http://support.cpseportal.com/kb/a431/uploading-prescriptions-for-billing-admins-new-order-screen-10-2022.aspx</a>
<i>(For Therapists)</i>	<a href="http://support.cpseportal.com/kb/a430/uploading-prescriptions-for-therapists-new-order-screen-october-2022.aspx">http://support.cpseportal.com/kb/a430/uploading-prescriptions-for-therapists-new-order-screen-october-2022.aspx</a>
<b>Prescription Templates</b>	
<i>Prescription Templates (Multi-Discipline Template)</i>	<a href="http://support.cpseportal.com/kb/a266/medicaid-compliant-prescription-template.aspx">http://support.cpseportal.com/kb/a266/medicaid-compliant-prescription-template.aspx</a>
<i>Prescription Template (OT/PT Template)</i>	<a href="http://support.cpseportal.com/kb/a347/medicaid-compliant-ot-pt-prescription-template.aspx">http://support.cpseportal.com/kb/a347/medicaid-compliant-ot-pt-prescription-template.aspx</a>
<i>Sample Template</i>	<a href="http://support.cpseportal.com/kb/a174/medicaid-compliant-written-order-sample-template.aspx">http://support.cpseportal.com/kb/a174/medicaid-compliant-written-order-sample-template.aspx</a>
<b>Medicaid-Compliant Written Order Checklist</b>	<a href="http://support.cpseportal.com/kb/a173/medicaid-compliant-written-order-checklist.aspx">http://support.cpseportal.com/kb/a173/medicaid-compliant-written-order-checklist.aspx</a>
<b>Fax Coversheet</b>	<a href="https://support.cpseportal.com/kb/a348/sample-fax-transmittal-sheet-for-replacement-prescriptions.aspx">https://support.cpseportal.com/kb/a348/sample-fax-transmittal-sheet-for-replacement-prescriptions.aspx</a>
<b>Medicaid References</b>	
Medicaid Handbook (Update 9)	<a href="http://www.oms.nysed.gov/medicaid/handbook/sshsp_handbook_9_march_21_2018_final.pdf">http://www.oms.nysed.gov/medicaid/handbook/sshsp_handbook_9_march_21_2018_final.pdf</a>
Medicaid Questions & Answers	<a href="http://www.oms.nysed.gov/medicaid/q_and_a/q_and_a_combined_revised_12_9_16.pdf">http://www.oms.nysed.gov/medicaid/q_and_a/q_and_a_combined_revised_12_9_16.pdf</a>

Item	Medicaid Handbook	Medicaid Questions & Answers
<b>EIGHT REQUIRED ITEMS OF A MEDICAID RX</b>	Page 21	
<i>1) Name</i>		
<i>2) Term of Service</i>	Page 21	34 & 37
<i>3) Service/Frequency/Duration</i>	Page 21	33
<i>4) Diagnosis - ICD/Reason for Service</i>	Page 21	157
<i>5) Signature</i>	Page 21	
<i>Electronic Signatures</i>		129 & 130
<i>6) Signature Date</i>	Page 21	37 & 38
<i>7) NPI/License #s</i>	Page 21	114
<i>8) Practitioner's Contact Information</i>	Page 21	114
<b>When is a New Order required?</b>	Page 22	92 & 158
<b>Service Change</b>		158
<b>Corrections to Medicaid Documents</b>		133
<b>Altering Prescriptions</b>		95 & 96