

CPSE Portal Initial Setup – Agency Service Providers and Independent Providers

May 17th and May 20, 2022

Questions & Answers

Topic/Category	
Q	If you are a teacher and do not have an NPI number will it let you leave that area blank?
A	YES. If you are a teacher or SEIT provider and do not have an NPI #, you do not need an NPI #.
Q	I am an independent provider for FBAs and Behavior Consultant services. I am not eligible for an NPI since I am a certified School Psychologist, but I am not a licensed Psychologist. Will it be a problem to log onto the system if there is no NPI?
A	NO. If you are not required to have an NPI #, then you will not need one.
Q	What if we are both an agency provider and an independent provider - are we able to use the same user name for both or will there be two separate logins? Will we get an agency invitation and a County invitation?
A	YES. The County will invite you to the Portal as an Independent Provider, and you will accept and setup your account. The agency will also send an invitation to you to be a "service provider" for their agency. This will link up as long as the agency used your correct license/NPI #.
Q	Are all counties going to be using this?
A	This is up to each individual county. We do have many counties that currently use our CPSE Portal.
Q	For session note- will the parent/daycare provider be able to sign somehow?
A	This will be covered under Session Note training webinars.
Q	Is the NPI you use in PREK (CPSE) same as EI NPI?
A	YES.
Q	So we wait until our agency invites us?
A	YES. The agency will invite you to use the Portal. The email will come from No-Reply@jmcguinness.com. Please check your junk/spam mail and if you have not received the email, contact the agency that you work for.