## **CPSE Portal Case Management for Independent Providers**

6/8/2022 & 6/10/2022

## **Questions & Answers**

Topic/Category						
Unmatched Enrollments						
Q	s this something that we will need to do for each student we service, or does the county typically do this for us?					
Α	The county will upload the enrollments once they are ready. If there is an issue, then you will create an unmatched enrollment t enter your session notes / attendances on.					
Q	What are the dates for winter/summer?					
Α	The summer and winter dates are different for each county and school district.					
Q	If the from and to dates do not match the county, do you need to change the dates?					
Α	You can check with the County first to see if the dates are correct. If your dates are wrong, then you can edit the start/end dates.					
	Prescriptions					
Q	When can we complete the script? After the first session?					
Α	Yes, unless you did the evaluation for the child or have previously serviced the child.					
Q	For our signature, do we download a picture of our signature, or how do we sign?					
Α	When completing the digital order, the final step will be entering your PIN which contains your digital signature.					
Q	The digital signature is ok for Medicaid?					
Α	Yes.					