



STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES

New Hampshire Medicaid Program

To: NH Medicaid Enrolled Providers
From: NH Division of Medicaid Services
Date: July 7, 2022
Subject: NEW Provider Lookup Tool in MMIS

A new tool is available in the MMIS that will enable users to lookup a provider's enrollment status on a given date of service. Billers should utilize this tool when including ordering providers on a claim submitted to New Hampshire Medicaid to ensure the provider was active on the date of service. If a provider listed on a claim was inactive (not enrolled with NH Medicaid) on the date of service, the claim will be denied.

To utilize this Provider Lookup function, follow the instructions below:

1. Login to the MMIS with your provider username and password.
2. Navigate to the "Provider" tab at the top of the page. Select "Provider Lookup."
3. Search the provider by Medicaid ID, NPI, or name and **date of service in question** (note that billers must ensure that the provider was active on the date of service. The tool will enable users to lookup providers for dates into the future; however, this does not mean that the provider will remain active on that date).
4. Click "search." The provider information will appear at the bottom of the page if the provider is active. If the provider is not active, "no results found" will be returned.

If there are any questions on this notice, please contact the Provider Relations Unit at (603) 223-4774 or (866) 291-1674.

Thank you,

NH Medicaid Provider Relations