



COMMONWEALTH of VIRGINIA

Department of Medical Assistance Services

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DMAS DIRECTOR

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July 12, 2012

Dear Medicaid Provider:

The Department of Medical Assistance Services will be offering Institutional Direct Data Entry (DDE) Nursing Facility billing seminars. This training is nursing facility staff responsible for patient eligibility verification, billing and claims follow-up. Topics to be discussed include:

- Medicaid Eligibility Verification Options
- Institutional Direct Data Entry (DDE) Billing

Online Training Registration

The training sessions will be **on-site at the locations identified in the letter, NOT ONLINE**. We will be using WebEx for the on-site registration process only. Online Medicaid training registration can be accessed at <http://dmasva.dmas.virginia.gov/>. On the right hand menu click the Upcoming Training Events link. Open the **DDE Nursing Facility Billing** letter and select the link given that corresponds with the session you wish to attend. The links will open the WebEx registration page to the training scheduled for that day and time. Each participant's name and valid email address will be required for registration. Once registration is approved, you will receive a confirmation email with all of the training details. The number of participants allowed in each session is limited. Once a session is full, additional registration requests will be waitlisted. Waitlisted individuals will be registered if a confirmed participant cancels. If you do not receive the confirmation email please call 804-371-6327. Faxed registration forms will also be accepted.

People needing reasonable accommodations, should contact the Department of Medical Assistance Services at least two weeks prior to the seminar at providertrainingregistration@dmas.virginia.gov. Accommodations will be provided upon request.

We look forward to your participation in our Medicaid Training Session. If you have any questions regarding these sessions, please email us at providertrainingregistration@dmas.virginia.gov or call (804) 371-6327.

Direct Data Entry (DDE) for Nursing Facility Providers

July 31, 2012, 9:30 am –12:30 pm – Virginia Beach Session – Go to
<https://dmas.webex.com/dmas/k2/j.php?ED=140501712&UID=1139046172&HMAC=efef9dbf0ad23d5e2537d23858fd902e55f9aa01&RT=MiMxMQ%3D%3D&FM=1> and register.

August 8, 2012, 9:30 am – 12:30 pm – Woodbridge Session – Go to
<https://dmas.webex.com/dmas/k2/j.php?ED=140502377&UID=1139050572&HMAC=a0cd335543a3c2fe29813ecc2a89b756edcb31dd&RT=MiMxMQ%3D%3D&FM=1> and register.

August 14, 2012, 9:30 am -12:30 pm – Abingdon Session – Go to
<https://dmas.webex.com/dmas/k2/j.php?ED=140502962&UID=1139051892&HMAC=22832664b0682f1e50e8cdb67d7de83ef267e08c&RT=MiMxMQ%3D%3D&FM=1> and register.

August 15, 2012, 9:30 am - 12:30 pm – Roanoke Session – Go to
<https://dmas.webex.com/dmas/k2/j.php?ED=140503322&UID=1139053732&HMAC=3a924584347f51ca9eb30e55a95a0a6fbf51c0a9&RT=MiMxMQ%3D%3D&FM=1> and register.

August 17, 2012, 9:30 am - 12:30 pm – Richmond Session – Go to
<https://dmas.webex.com/dmas/k2/j.php?ED=140503692&UID=1139055217&HMAC=fc685abd231b2e8c4bf25ebc2faf7741c8ece676&RT=MiMxMQ%3D%3D&FM=1> and register.

Direct Data Entry (DDE) for Nursing Facility Training

DATE	TIME	LOCATION
July 31, 2012	Registration – 9:30 AM Seminar 10:00 AM – 12:30 PM	VA Beach Central Library Auditorium 4100 VA Beach Blvd. VA Beach, VA 23452
August 8, 2012	Registration – 9:30 AM Seminar 10:00 AM – 12:30 PM	Prince William County Govt. Center Dr. A. J. Ferlazzo Building Auditorium 15941 Donald Curtis Drive Woodbridge, VA 22191
August 14, 2012	Registration – 9:30 AM Seminar 10:00 AM – 12:30 PM	VA Highlands Community College LRC Auditorium- Bldg. 605 100 VHCC Way Abingdon, VA 24212
August 15, 2012	Registration – 9:30 AM Seminar 10:00 AM – 12:30 PM	VA Western Community College Whitman Auditorium 3099 Colonial Ave SW Roanoke, VA 24038
August 17, 2012	Registration – 9:30 AM Seminar 10:00 AM – 12:30 PM	Chippenham Hospital Kraus Auditorium 7101 Jahnke Road Richmond, VA 23225

Directions

VA BEACH – VIRGINIA BEACH CENTRAL LIBRARY- AUDITORIUM (The entrance to the auditorium is on the right side of the Library).

From I-264 East- Take Independence Blvd. (towards Pembroke). Turn right onto Virginia Beach Blvd. (U.S. 58). The library will be on the left. There will be a Central Library sign.

Woodbridge- Dr. A. J. Ferlazzo Building- Auditorium (on Ground Floor)

FROM 95: Take Exit 152A, Hwy. 234S toward Dumfries. Turn Left at US-1. Turn left onto Cardinal Drive, make a left at Carroll Avenue and continue on to Donald Curtis Drive, building will be on your left. **FROM 66:** Take the Prince William Parkway/Route 234 By-Pass Exit #44 and continue south on the Prince William Parkway/Route 234 By-Pass to the intersection with Dumfries Road/Route 234. Go straight through the intersection to continue south on Dumfries Road/Route 234. Travel approximately 15 miles to Jefferson Davis Highway/Route 1. Turn left on Jefferson Davis Highway/Route 1 and travel north to Cardinal Drive. Turn left on Cardinal Drive. Turn left on Donald Curtis Drive at the first traffic light. The Ferlazzo Building is a two story brick building on the right side of the road.

ABINGDON – VIRGINIA HIGHLANDS COMMUNITY COLLEGE – LEARNING RESOURCE CENTER

Hwy. 81 to Exit 14 to Route 140 North (Jonesboro Road). Make a right turn onto VHCC Way (at the stop light). This turn will lead to college campus. On the right, there is a map showing the campus buildings. At the top of the hill, take **first left turn**. Presentation will be held in Building 605- Learning Resource Center. Please park in lots 4, 5 or 6.

ROANOKE – VIRGINIA WESTERN COMMUNITY COLLEGE- WHITMAN AUDITORIUM

(Whitman Auditorium is in the Business Science Building, across the street from the parking lot 7)

From Interstate 81: Take **I-581/220** South to Colonial Avenue Exit ~ 8 Miles .Take a left at the stoplight at the end of the exit ramp. At the 3rd light the VWCC Campus is located on both sides of Colonial Ave. **From 220 South:** Take **Colonial Ave /Wonju Exit** off **220/I-581**. Turn right at end of ramp and continue to stoplight. Turn left at light onto Colonial Avenue. Continue on Colonial Avenue through next light. VWCC is located on both sides of Colonial Ave. **Parking is restricted. Please park in Lot 7 or 9.**

RICHMOND – CHIPPENHAM HOSPITAL – KRAUS AUDITORIUM. (Valet Parking is available at the Main Entrance- Auditorium is on the 2nd floor in the Levinson Heart Hospital)

From the north: **I-95** south to **I-195 West**. Merge onto the **Downtown Expressway** (toll). Exit onto **Powhite Parkway** towards VA-150/VA-288/US-60. Proceed on **Powhite Parkway** (toll) to the **Jahnke Road East** Exit. Bear right at the fork in ramp. Hospital will be on your right about ¼ mile. **From the south:** **I-95** north to **Chippenham Parkway North**. Exit at **Jahnke Rd**, and turn right. Hospital is on the right. **You may also park in the Visitor and Employee Parking Area**