Date: March 15, 2022

To: Home and Community-based Services (HCS) and Texas Home Living (TxHmL) Program Providers
Local Intellectual and Developmental Disability Authorities (LIDDA)
Financial Management Services Agency (FMSA)

Subject: Information Letter No. 2022-17 1915(c) Waivers Migration to the Texas Medicaid Healthcare Partnership (TMHP) Long-Term Care Online Portal (LTCOP)

The HCS/TxHmL Project will implement modifications to the Texas Medicaid Management Information System (TMMIS) for migration of the HCS and TxHmL forms and claims from the legacy Health and Human Services (HHS) Client Assignment and Registration (CARE) system to the Texas Medicaid Healthcare Partnership (TMHP) Long-Term Care Online Portal (LTCOP) effective May 1, 2022.

The benefits of this project include:

**Updated Forms Processing**
- Web-based user interface
- Automated letters
- Reporting dashboards
- Increased visibility to form status

**Improvements for Claims Processing**
- Daily or weekly claims processing
- Standards for third-party submitters
- More timely claims submission and ability to batch
- Reduces administrative burden, less data entry

**Forms Submission**

Beginning May 1, 2022, HCS and TxHmL program providers and LIDDAs must submit the HCS and TxHmL forms listed below through the TMHP LTCOP.
Do not attempt to submit any forms or assessments on the TMHP LTCOP prior to May 1, 2022.

**Claims Submission**

Beginning May 2, 2022, HCS and TxHmL providers must submit claims for dates of service on or after May 1, 2022, using TMHP online claim submission tools, TexMedConnect or the Electronic Data Interchange (EDI). To become an EDI submitter, visit the TMHP EDI web page for more information.

**Training**

**TMHP Webinars**

TMHP will be hosting webinars to provide information related to the new HCS and TxHmL claims process at TMHP. HCS and TxHmL providers are encouraged to attend at least one webinar and to invite your third-party vendors if you are using one for billing in the CARE system or at TMHP for other programs besides HCS and TxHmL.

These webinars will train attendees how to submit and manage claims using TexMedConnect. The webinars will include TexMedConnect demonstrations and a live question-and-answer session.
The table below shows registration information; click on the date to register.

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<tr>
<th>Date</th>
<th>Time</th>
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<tbody>
<tr>
<td>March 22, 2022</td>
<td>10:00 a.m. to 12:00 p.m.</td>
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<tr>
<td>March 24, 2022</td>
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**TMHP Computer-Based Training (CBT)**

The following CBTs are available now in the LMS:

- Long-Term Care Online Portal Basics
- TexMedConnect CBT

Providers can find directions for creating an account in the LTCOP CBT in the [TMHP Learning Management System (LMS)](https://www.tmhp.com) and the [Long-Term Care (LTC) User Guide for General Information, Online Portal Basics, and Program Resources](https://www.tmhp.com) on the TMHP website and in the TMHP LMS.

**TMHP User Guides**

A TMHP Long-Term Care Online Portal User Guide, which includes item-by-item guides for each of the HCS and TxHmL forms, is available on the TMHP LMS.

To get started using TexMedConnect, review the [Long-Term Care (LTC) User Guide for TexMedConnect](https://www.tmhp.com) and set up a TMHP secure portal account by following the steps in the [Basic Tasks for Managing an Account on the TMHP Secure Portal](https://www.tmhp.com) manual and the [TMHP Portal Security Training Manual](https://www.tmhp.com).

To be better prepared for this transition, HHSC recommends that program providers, LIDDAS, and FMSAs should:

- Visit TMHP.com frequently for updates, which will include quarterly bulletins, news articles, and frequently asked questions.
- Sign up for Gov Delivery to stay informed of monthly notifications posted at TMHP.com.
- Register as an EDI claims submitter if using a third-party billing organization or software. To become an EDI submitter, visit the [TMHP EDI web page](https://www.tmhp.com) for more information. **Note:** Submission of the EDI Agreement will be required if
using a third-party submitter. Providers can find the EDI Agreement on the EDI Forms webpage.

- Create an administrator account for the TMHP LTCOP to prepare for forms submission.
- Complete CBTs in the LMS:
  - Long-Term Care Online Portal Basics
  - TexMedConnect CBT

Sincerely,

[signature on file]

Katherine Scheib
Deputy Associate Commissioner
Medicaid/Children's Health Insurance Program (CHIP) Services – Operations
DC: ct