

# This Computes!



Department of Health Care Services  
Children's Medical Services Network  
(CMS Net) - Information Bulletin # 273

## Vendor Registration Will be Replaced by Provider Registration

In preparation for the implementation, Vendor Registration will be removed from the CMS Net legacy menu options on September 26, 2008. Web-based Provider Registration will be available for State, County, and Regional Office System Administrators to utilize effective October 6, 2008. \*

Vendor Registration in CMS Net legacy will be converted to CMS Net web and renamed to Provider Registration. A new screen, Provider Registration, will be created in CMS Net web for State, County, and Regional Office System Administrators to add and update provider records that are not part of Special Care Center (SCC) or on the Provider Master Files (PMF). Security levels will allow System Administrators to search, select, add, and update Non-PMF provider records in the Provider Registration Screen. System Administrators can also add Correspondence and SAR Mailing addresses to PMF records.

### The Provider Registration screen will allow System Administrators to:

- Add, modify, activate, and deactivate provider records in the Provider Registration table.
- Access the Provider Registration screen which has new fields added: Payment, Service, and Correspondence addresses. This will allow providers to have multiple addresses to select from.

### How will the new Provider Registration affect CMS Net users?

- Users will be able to select providers from the PMF, SCC, and Non-PMF in CMS Net Legacy from the Medical Home field, Specialist field, Medical Report Requests, correspondence and Legacy Authorizations. *Note: In the past, users were only able to select providers entered in Vendor Registration.*
- Vendors in Vendor Registration were matched up with the providers from the PMF. Those that did not match to the PMF will be deactivated. Those that match on name but have different addresses will be converted to one provider record with multiple correspondence addresses.

- Vendors that were deactivated can be reactivated by the System Administrators upon user's request.
- Vendors that were deactivated will not appear on provider search result.
- Users will need to contact assigned System Administrator to reactivate, add, or modify provider records not on the PMF or to edit the PMF correspondence and mailing addresses.

A formal training is not available. Users are encouraged to read the [user manual](#) before using the Provider Registration module.

For help or questions, please call the CMS Help Desk at 916-327-2378 or email [CMSHelp@dhcs.ca.gov](mailto:CMSHelp@dhcs.ca.gov).