### SAMPLE Steps for Community-Based Organizations to Provide the National DPP Lifestyle Change Program in Medicaid

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<th>Step 1: Achieve CDC-Recognition</th>
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<td><strong>Why do it:</strong> Organizations that wish to offer the National DPP lifestyle change program must abide by CDC standards. The CDC's Diabetes Prevention Recognition Program (DPRP) plays a critical role in assuring that organizations can effectively deliver the evidence-based lifestyle change program with quality and fidelity. There are three levels of recognition: pending, preliminary, and full.</td>
<td><strong>Why do it:</strong> To bill and receive reimbursement from Medicaid, CDC-recognized organizations will have to enroll in New York Medicaid and become a Medicaid-enrolled provider.</td>
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| **How to do it:**  
- Organizations that wish to deliver the National DPP lifestyle change program to New York Medicaid beneficiaries may have pending, preliminary, or full recognition.  
- It is recommended that organizations seeking CDC-recognition complete the organizational capacity assessment provided by CDC. | **How to do it:** *(requirements may vary by state)*  
- Obtain a new and unique National Provider Identifier (NPI).  
- Provide a copy of organization’s DPRP recognition documents received by the CDC.  
- Complete all required New York Medicaid provider enrollment forms.  
- Pay the Medicaid enrollment fee ($XX).  
- Enroll in New York Medicaid using online portal available [HERE](add link). |
| **Resources to help you do it:**  
- Complete and submit online application to: [https://nccd.cdc.gov/DDT_DPRP/applicationForm.aspx](https://nccd.cdc.gov/DDT_DPRP/applicationForm.aspx)  
- List of CDC-recognized organizations: [https://nccd.cdc.gov/DDT_DPRP/Registry.aspx](https://nccd.cdc.gov/DDT_DPRP/Registry.aspx) | **Resources to help you do it:**  
- Enroll in New York Medicaid: [HERE](add link) |
### SAMPLE Steps for Community-Based Organizations to Provide the National DPP Lifestyle Change Program in Medicaid

#### Step 1: Achieve CDC-Recognition

- Identify the MCO(s) with which you want to contract.
- Identify and outreach to the appropriate individual at the MCO.
- Be prepared to share information about your organization, such as the population and region you serve and your accreditations and certifications.
- Be prepared to share your organization’s NPI.
- Submit your application to the MCO. This is typically done electronically through the MCO’s website.
- Approach the process with a recognition it will take time and patience.

#### Step 3: Enroll in <<State>> Medicaid

- The final step to being able to provide National DPP lifestyle change program services to Medicaid beneficiaries is becoming credentialed in the MCO’s provider network. Credentialing is a process used by health plans to verify the training, qualifications, professional liability insurance, and practice history of an individual provider, supplier, or a facility to protect beneficiaries from being taken advantage of.

#### Step 3: Contract with a Medicaid Managed Care Organization

- Why do it: After receiving CDC recognition and enrolling in Medicaid, the next step is to contract with one or more Medicaid Managed Care Organizations (MCOs). Contracts between the MCO and CDC-recognized organizations should outline expectations between the parties and include National DPP lifestyle change program requirements.

#### Step 4: Become Credentialed in that MCO’s Network

- Why do it: The CDC-recognized organization needs to be credentialed in the MCO’s network. Lifestyle coaches who are not Medicaid-enrolled providers do not need to be credentialed in the MCO’s network.

#### How to do it:
- The CDC-recognized organization needs to be credentialed in the MCO’s network. Lifestyle coaches who are not Medicaid-enrolled providers do not need to be credentialed in the MCO’s network.
- The MCO’s website should have information on how to become credentialed in their network.
- MCOs each have their own separate and distinct credentialing policies and procedures.
- Consider MCO/CBO insurance requirements

#### Resources to help you do it:
- Consult the provider credentialing portion of the MCO’s website or discuss appropriate steps to take with the MCO individual with whom you worked on the contracting process.
- A directory of the <<State>> MCOs can be found HERE (add link).

#### Resources to help you do it:
- A directory of the <<State>> MCOs can be found HERE (add link).