

LT101 Inquiry Web Portal Tutorial

Revised 8/25/17



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Wyoming Medicaid
Serving Wyoming Medicaid Providers and Clients

Wyoming Department of Health
Commit to your health.

State Agency Responsibilities
The Division of Healthcare Financing administers the Medicaid Program for the Department of Health. They are responsible for financial management, developing policy, establishing benefit limitations, payment methodologies and fees, and performing utilization review

Fiscal Agent Responsibilities
Conduent is the fiscal agent for Wyoming Medicaid. They process all claims and adjustments. They also answer provider inquiries regarding claim status, payments, client eligibility and known third party insurance information. They provide on-site visits to train and assist your office staff on Wyoming Medicaid billing procedures or to resolve claims payment issues. They also answer client inquiries regarding eligibility, benefits, Wyoming Medicaid Client ID Cards and the Transportation Program.

For Provider specific information select
If you are an individual receiving Wyoming Medicaid services select
For Information on Utilization and Care Management select

Provider Client WYhealth

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- Navigate to <http://wymedicaid.acs-inc.com> and select Provider

Wyoming Medicaid What's New

Serving Wyoming Medicaid Providers

Welcome Medicaid Providers!

[Wyoming Medicaid Budget Reduction Plan](#)




[Payment Exceptions 2017](#)

[Active Provider NPI List as of 05/05/17](#)

For all the latest news and updates surrounding the Wyoming Medicaid program, please visit our [Whats New](#) page.

2017 Provider Medicaid...

- Select Provider Portal from the left hand navigation bar.

-  [Home](#)
-  [Provider Welcome](#)
-  [Contact Us](#)

Secured Provider Web Portal

The secured portal is set up specifically for Wyoming Medicaid providers. The following actions can only be processed within the portal

- Ask Wyoming Medicaid
- Claims Submission
- Claim Status Inquiry
- RA Retrieval
- Upload Files
- Provider Update
- Provider Warrant Summary
- Prior Authorization
- LT101 Inquiry
- PASRR Level I
- Electronic Claim Attachments
- EDI Application

Returning Providers

To access the secured Provider Web Portal, enter your user ID and password and click 'Log In'.

User ID: Password:

[Forgot Your Password?](#)

New Providers

You will need your Trading Partner ID and Welcome Letter to complete the Web registration. You must register for the secur

- Enter your User ID and Password.

Note: If you have not yet registered for the Web Portal, you must do this first. Reference the Registration Tutorial or contact EDI Services at 800.672.4959 for assistance.

Conduent Wyoming Medicaid Home

Navigate to any of the functions in the Web portal by clicking the following links or by using the top navigation bar. For information about each function, click the corresponding column header. Click on 'My Profile,' located in the 'My Access' section, to display your current Conduent Wyoming Medicaid profile. You will be able to perform only those tasks allowed by the user privileges assigned to you.

Site Contents

Inquiries	Submissions	Retrievals	Manage Users	Ask Wyoming Medicaid	My Access
Eligibility Inquiry	Prior Authorization	View/Download Files	Add New User to Organization	Ask Wyoming Medicaid Inquiry	My Profile
Claim Status Inquiry	Upload Files	RA Reports	Add Existing User to Organization		Update Provider Demographics
Provider Warrant Summary	Claims		Update or Remove Users		Change Organization
Provider Locator	Electronic Attachments		Reset Password		Change Password
LT101 Inquiry	PASRR Level 1				Manage Proxies
					Manage Trading Partner IDs

You've logged into the organization displayed under the navigation bar on the right. This organization will be used to determine the Provider Number and Trading Partner IDs you can use for your transactions (i.e., Inquiries, Submissions and Retrievals). To change this organization, click 'Change Organization' and follow the instructions.

- Select LT101 Inquiry

Home > Submissions > Provider Inquiry

Provider Inquiry

Provider ID/NPI:

- If drop down box appears, choose appropriate Provider ID/NPI, click on submit

LT101 Inquiry

Enter one of the following combinations

** denotes required field(s)*

Enter Wyoming Medicaid ID

OR

Enter Combination of Name, Date of Birth and Gender

OR

Enter Combination of Name and Social Security Number

OR

Enter Combination of Date of Birth and Social Security Number

- Choose from the options listed
- Once option has been chosen, boxes will appear at the bottom for you to complete

Enter Combination of Name, Date of Birth and Gender

OR

Enter Combination of Name and Social Security Number

OR

Enter Combination of Date of Birth and Social Security Number

*Last Name: First Name: MI:

*Date of Birth: ^{MM} / ^{DD} / ^{CCYY}

*Gender:

- Complete boxes, click submit

[Home](#) > [Inquiries](#) > [LT101 Inquiry](#)

LT101 Inquiry

There are no LT101 records found for this Wyoming Medicaid client. If you believe this is incorrect, call Conduent Provider Relations at 1-800-251-1268.

- If there is no LT101 on file for the client information you entered, you will receive the above message

- Click back to enter different information if applicable

[Home](#) > [Inquiries](#) > LT101 Inquiry

LT101 Inquiry

Client Name :

SSN :

Wyoming Medicaid ID :

Date of Birth :

Gender :

Please select the button corresponding to the form you want to view and click Submit.

Date of Completion

Placement Summary

-
-
-
-

- Select LT101 Completion Date you would like to review
- Click submit

ELIGIBLE-MEETS CRITERIA.

- When done reviewing you can click on Back, Print or New Search