

How To Register for Provider Training

Wyoming Medicaid providers are encouraged to register for provider training via the GoTo Webinar application as soon as possible.

To register, complete the following:

1. View the Provider Training Calendar.
2. Select the training you wish to register for and attend. The GoTo Webinar page opens in a browser window displaying the selected training, selection for dates and times available, and requested information required to complete registration.
3. Select the applicable date and time from the available options in the drop-down list.
4. Enter the provider's First Name, Last Name, and Email Address in the applicable fields.
5. Select **Register**.

Upon completion of the online registration, Providers receive a confirmation email from the GoTo Webinar application. The confirmation email contains key information, including:

- Date and time of the selected Provider training
- Join Webinar link – At the specified date and time, select this link to join the online Provider training
- A link for to check your computer system to ensure there are no connection issues during the online webinar (this checks your Operating System [OS], web browser, and internet connection strength)
- Options for audio during the webinar (computer audio or telephone)
- Webinar ID Number
- Option to cancel registration for the online Provider training

Provider Training Calendar 2023

July to September

July

*Refer the *Provider Training Table* at the end of this document for additional information such as training descriptions, audiences, and estimated training duration.

Monday	Tuesday	Wednesday	Thursday	Friday
03	04	05	06	07
	Holiday			
10	11	12	13	14
	9 AM–10:30 AM New Provider Web Registration & Portal Functions	9 AM–10:15 AM TPL Professional Claims		
17	18	19	20	21
	1:30 PM – 2:45 PM TPL Professional Claims	9 AM–10:15 AM TPL Institutional Claims		
24	25	26	27	28
	1:30 PM to 2:45 PM TPL Institutional Claims	9A M–10:15 AM TPL Dental Claims		
31				

Provider Training Calendar 2023

July to September

August

*Refer the Provider Training Table at the end of this document for additional information such as training descriptions, audiences, and estimated training duration.

Monday	Tuesday	Wednesday	Thursday	Friday
	01	02	03	04
	1:30 PM – 3 PM New Provider Web Registration & Portal Functions	1:30 PM – 2:45 PM TPL Dental Claims		
07	08	09	10	11
	9 AM – 10:15 AM TPL FQHC, RHC, and IHS	1:30 PM – 2:45 PM TPL FQHC, RHC, and IHS		
14	15	16	17	18
	9 AM – 10:15 AM TPL Professional Claims	1:30 PM – 2:45 PM TPL Professional Claims		
21	22	23	24	25
	9 AM – 10:15 AM TPL Institutional Claims	1:30 PM – 2:45 PM TPL Institutional Claims		
28	29	30	31	
	9 AM – 10:15 AM TPL Dental Claims	9 AM – 10:15 AM TPL FQHC, RHC, and IHS		
		1:30 – 3PM New Provider Web Registration & Portal Functions		

Provider Training Calendar 2023

July to September

September

*Refer the Provider Training Table at the end of this document for additional information such as training descriptions, audiences, and estimated training duration.

Monday	Tuesday	Wednesday	Thursday	Friday
				01
				Waiver Provider Workshops Taking Place in September!
04	05	06	07	08
Holiday				
11	12	13	14	15
	1:30 PM – 3 PM New Provider Web Registration & Portal Functions			
18	19	20	21	22
25	26	27	28	29

Provider Training Calendar 2023

July to September

Provider Training Table

Training Name	Audience	Description	Estimated Duration
ATTENTION WAIVER PROVIDERS	ATTENTION WAIVER PROVIDERS	<p>Field Representatives will be conducting Work Shops specifically for you in the month of September. They will be offered in person in numerous towns around the state.</p> <ul style="list-style-type: none"> For training in the meantime, please email the field representatives at wypvideroutreach@cns-inc.com. For claim denials, password resets, or other login issues contact Provider Services at 1-888-996-6223. 	
New Provider Portal Registration and Functions	New Providers, New Users, New Billers	<p>How to register a new portal account, add someone to an existing portal account, and a Portal Tour.</p> <p>*New Providers: If you do not have your letter with your Temporary Key, please call the Call Center or Field Reps to get it prior to attending this training.</p>	1.5 Hours
TPL Professional Claims	All CMS-1500 Billers (Not Waiver, CME, SBS)	Field Representatives will be providing instruction on submitting TPL, Medicare and Tertiary Claims to Medicaid	1.25 Hours
TPL Institutional Claims	All Institutional Billers	Field Representatives will be providing instruction on submitting TPL, Medicare and Tertiary Claims to Medicaid	1.25 Hours
TPL Dental Claims	All Dental Billers	Field Representatives will be providing instruction on submitting TPL, Medicare and Tertiary Claims to Medicaid	1.25 Hours
TPL FQHC, RHC, and IHS	All FQHC, RHC, and IHS	Field Representatives will be providing instruction on submitting TPL, Medicare and Tertiary Claims to Medicaid	1.25 Hours