

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

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



Provider Training Calendar 2024

January - March

January

Monday	Tuesday	Wednesday	Thursday	Friday
01	02	03	04	05
		1:30 PM to 2:45 PM New Provider Web Registration & Portal Functions		
08	09	10	11	12
	9:00 AM–10:30 AM New Biller Refresher-Professional	1:30 PM -3:00PM – Home Health Billing & Claim Denials		
15	16	17	18	19
	9:00AM -10:30PM – Home Health Billing & Claim Denials	1:30 PM-3:00 PM New Biller Refresher-Professional		
22	23	24	25	26
	9:00 AM-10:30AM New Provider Web Registration & Portal Functions	1:30 PM -3:00PM – Home Health Billing & Claim Denials		
29	30	31		
		1:30 PM to 2:45 PM New Provider Web Registration & Portal Functions		



Provider Training Calendar 2024

January - March

February

Monday	Tuesday	Wednesday	Thursday	Friday
			01	02
			1:30 PM – 3:00 PM Dental Workshop- Checking Eligibility and Codes	
05	06	07	08	09
	9:00 AM-10:30 AM Vision Workshop- Checking Eligibility and Codes	10:30 AM -12:00 PM Dental Workshop - Checking Eligibility and Codes		
12	13	14	15	16
	9:00– 10:30AM New Provider Web Registration & Portal Functions	1:30 PM- 3:00 PM Vision Workshop- Checking Eligibility and Codes	2:00 PM – 3:30PM Dental Workshop- Checking Eligibility and Codes	
19	20	21	22	23
HOLIDAY	10:30 AM -12:00 PM Dental Workshop - Checking Eligibility and Codes		1:30 PM- 3:00 PM Vision Workshop- Checking Eligibility and Codes	
26	27	28	29	
	9:00 AM-10:30 AM Vision Workshop- Checking Eligibility and Codes	1:30PM – 3:00PM New Provider Web Registration & Portal Functions		



Provider Training Calendar 2024

January - March

March

Monday	Tuesday	Wednesday	Thursday	Friday
				01
04	05	06	07	08
	9:00 AM-10:30 AM Hospice Billing & Claim Denials	1:30 PM- 3:00 PM New Biller Refresher- Dental		
11	12	13	14	15
	1:30 PM – 3:00PM New Provider Web Registration & Portal Functions	2:00 PM -3:30 PM Hospice Billing & Claim Denials		
18	19	20	21	22
		9:00 AM – 10:30 AM New Provider Web Registration & Portal Functions	9:00 AM-10:30 AM New Biller Refresher – Dental	
25	26	27	28	29
	2:00 PM-3:30 PM Hospice Billing & Claim Denials		9:00 AM-10:30 AM New Biller Refresher- Dental	

Provider Training Calendar 2024

January - March

Provider Training Table

Training Name	Audience	Description	Estimated Duration
Dental Workshop – Checking Eligibility and Codes	All Dental Providers	<p>The Dental Workshops primary focus is for the Field Representatives to present how providers are NOW able to search procedure codes for that last date the service was provided to a specific member.</p> <p>Other topics will include but not limited to eligibility verification, benefit plan coverage and other covered services</p>	1.5 Hours
Vision Workshop – Checking Eligibility and Codes	All Vision Providers	<p>The Vision Workshops primary focus is for the Field Representatives to present how providers are NOW able to search procedure codes for that last date the service was provided to a specific member.</p> <p>Other topics will include but not limited to eligibility verification, benefit plan coverage and other covered services</p>	1.5 Hours
New Provider Portal Registration and Functions	New Providers, New Users, New Billers	<p>Training on the wyomingmedicaid.com website and portal functions for new providers along with registration steps on setting up the provider portal for individual(s) and others that will need access.</p> <p>** Enrollment letters will be generated – Providers are encouraged to have these letters for training as portal set up will be discussed. If letters are needed reach out to Provider Services (1-888-996-6223) or wyprovideroutreach@cns-inc.com</p>	1.5 Hours
New Biller Refresher – Professional	All CMS-1500 Billers (Not Waiver, CME, SBS)	Training on submitting claims, web portal functions and wyomingmedicaid.com. After the training there will be a dedicated time for Q&A	1.5 Hours
Home Health Billing & Claim Denials	All Home Health Providers	Training on submitting claims, web portal functions and wyomingmedicaid.com. After the training there will be a dedicated time for Q&A	1.5 Hours



Provider Training Calendar 2024

January - March

Training Name	Audience	Description	Estimated Duration
Hospice Billing & Claim Denials	All Hospice Providers	Training on submitting claims, web portal functions and wyomingmedicaid.com. After the training there will be a dedicated time for Q&A	1.5 Hours
Biller Refresher – Dental	Dental Providers	Training on submitting claims, web portal functions and wyomingmedicaid.com. After the training there will be a dedicated time for Q&A	1.5 Hours