

Submission Management System (SMS)

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Presented by:
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What is SMS?

- * A secure web portal used by Residential Care Facilities and Adult Family Care Homes to submit MDS-RCA Assessments.
- * Nursing facilities will now access their MaineCare Grouper Report and Section S Validation Report via the SMS web portal.
- * SMS replaces facilities accessing the CMS website to retrieve their reports.



How Do I Become a User?

- * Facilities will be required to register for a user id and password.
- * Two (2) users are allowed per facility. (Please limit to facility staff only)
- * Users can have multiple roles at different facilities.
- * Please DO NOT share your login credentials as this web portal contains Protected Health Information.
- * Notify the Muskie Help Desk when a user should be de-activated.



Why Am I Accessing This Portal?

BA2 RMA SSA IA1 RUB SE2 PE2

- * The SMS web portal replaces the state link on the CMS website.
- * SMS will now provide facilities with their MaineCare Group Reports and Section S Validation Reports.
- * MaineCare Group Report – Facilities should be checking this recalculated grouper against their software. When there is a discrepancy, the grouper on the MaineCare Group Report is the group that must be used for billing.
- * Section S Validation Report – The CMS ASAP system does not validate Section S. Facilities should be checking these reports to be sure that their assessments are correct and accurate.

Where is the SMS Portal?

- * Users can access the portal by going to this website: <https://muskie-iis02.doit.usm.maine.edu/>
- * We recommend saving this link as a 'Favorite'.



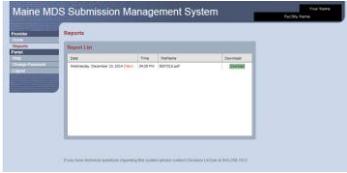
How Do I Navigate SMS?

- * Home Page:



Navigation (continued)

* Reports:



Sample Report



Contact Information

- * Muskie Help Desk (Choanna LeClair)
 - * Phone: (207) 624-4019 or toll free 1-844-288-1612
 - * Fax: (207) 287-6533 (shared fax - please call first)
 - * Email: MDS3.o.DHHS@maine.gov
