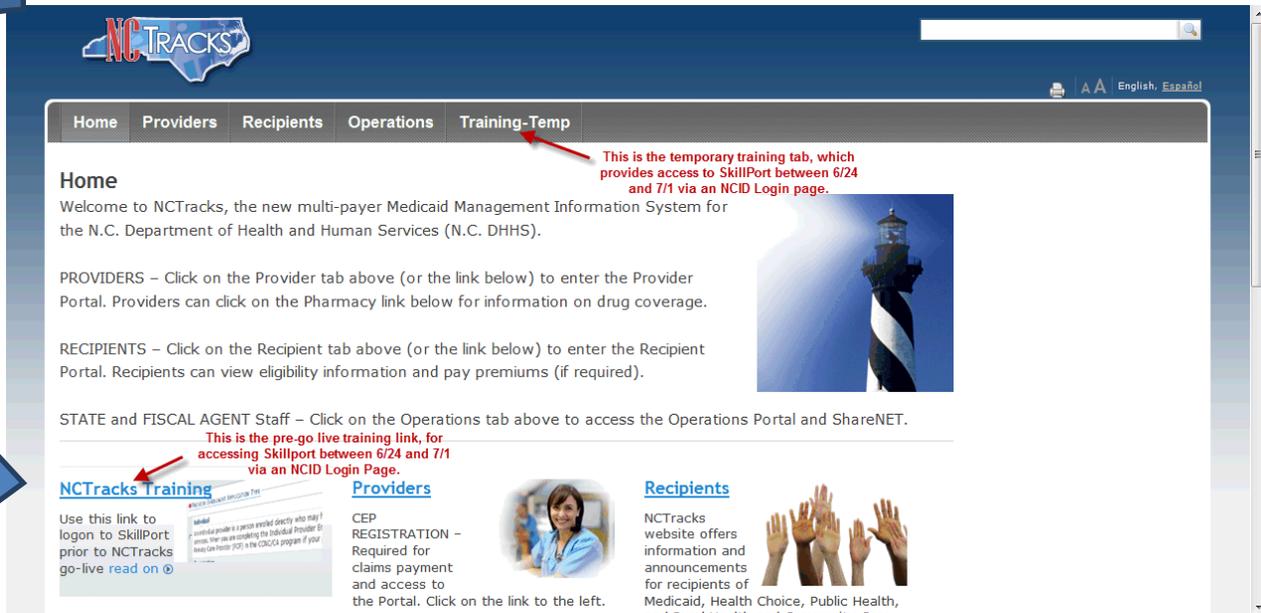


ATTENTION ALL PROVIDERS

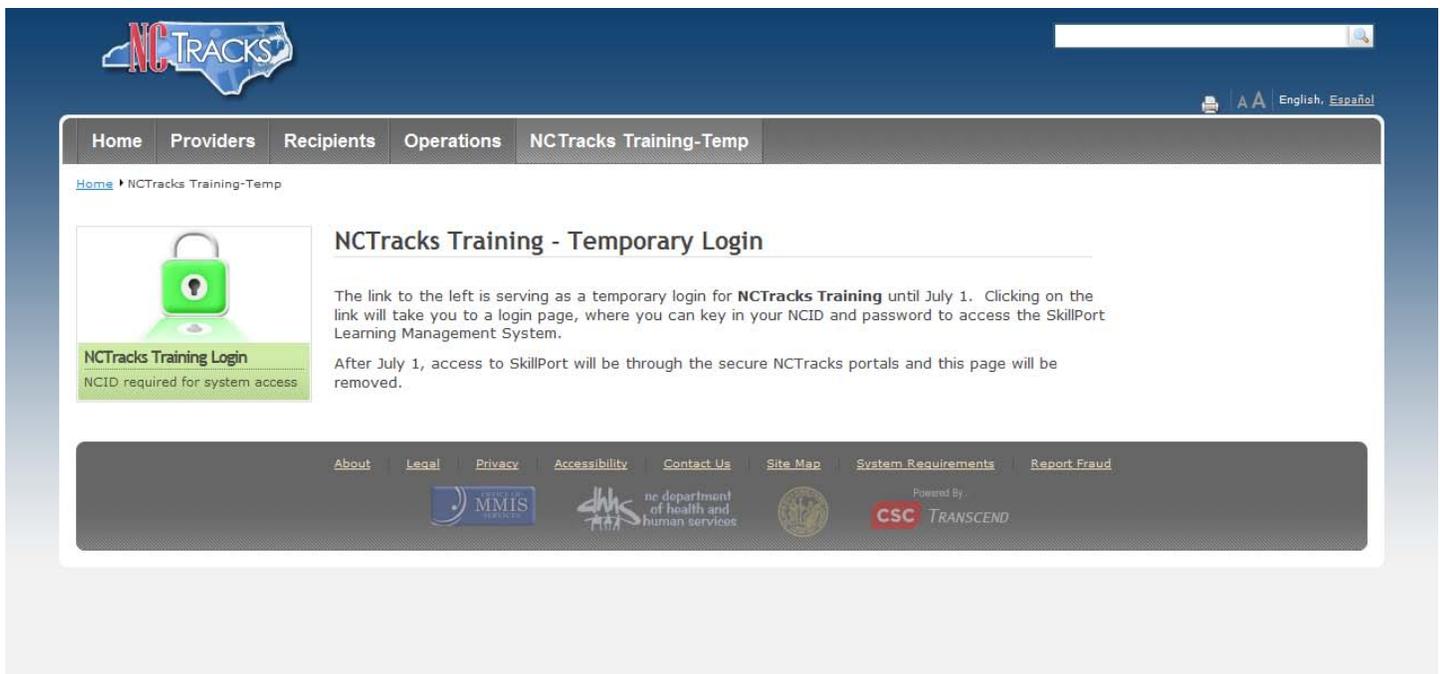
During the week of June 24, 2013 to June 30, 2013, access to training in SkillPort, the NCTracks Learning Management System, will change **FOR THIS WEEK ONLY**. The page view will change as will the number of steps to access SkillPort. Providers are still required to use their NCID to access SkillPort. The fully-operational NCTracks portal will be in place when NCTracks goes live starting at 6:00 AM on July 1, 2013. Please follow the steps below for training this week.

1. Providers will use the same URL they use today, "www.nctracks.nc.gov", to access the portal from June 24th to June 30th. Providers will enter SkillPort via the "NCTracks Training" link on the bottom left of the home page or the tab at the top of the home page labeled "NCTracks Training-Temp". Click on the tab or link.



The screenshot shows the NCTracks home page with a navigation menu at the top: Home, Providers, Recipients, Operations, and Training-Temp. A red arrow points to the "Training-Temp" tab with the text: "This is the temporary training tab, which provides access to SkillPort between 6/24 and 7/1 via an NCID Login page." Below the navigation menu, the "Home" section contains a welcome message and instructions for Providers, Recipients, and State/Fiscal Agent Staff. A blue arrow on the left points to the "NCTracks Training" link in the bottom left corner, which is annotated with: "This is the pre-go live training link, for accessing Skillport between 6/24 and 7/1 via an NCID Login Page." Other links for "Providers" and "Recipients" are also visible.

2. This screen will appear. Click on the NCTracks Training Login button



The screenshot shows the "NCTracks Training - Temporary Login" screen. The navigation menu at the top includes "Home", "Providers", "Recipients", "Operations", and "NCTracks Training-Temp". The main content area features a green padlock icon with a keyhole, labeled "NCTracks Training Login" and "NCID required for system access". Below the icon, the text reads: "The link to the left is serving as a temporary login for NCTracks Training until July 1. Clicking on the link will take you to a login page, where you can key in your NCID and password to access the SkillPort Learning Management System. After July 1, access to SkillPort will be through the secure NCTracks portals and this page will be removed." At the bottom, there is a footer with links for "About", "Legal", "Privacy", "Accessibility", "Contact Us", "Site Map", "System Requirements", and "Report Fraud". Logos for MMIS, DHHS, and CSC Transcend are also present.

- The NCTracks Training button opens the NCTracks Training Login screen, where users are required to enter their NCID credentials. Enter your NCID and password and click on Log In.

NCTracks Training Login

AA | [Help](#)

The NCTracks Web Portal contains information that is private and confidential.

Only users of legal age or with parental consent authorized by the North Carolina Medicaid Management Information Systems (NC MMIS) may utilize or access NCTracks Web Portal for approved purposes. Any unauthorized use, inappropriate use, or disclosure of this system or any information contained therein is prohibited and may result in revocation of access and/or legal action. If you are not an authorized individual, this private and confidential information is not intended for you. If you are not authorized to access this content, please click '**Cancel**'.

NC MMIS retains the right to monitor, record, distribute, or review any user's electronic activity, files, data, or messages. Any evidence of illegal or actionable activity may be disclosed to law enforcement officials.

By continuing, you agree that you are authorized to access confidential eligibility, enrollment and other health insurance coverage information. Please read more in our [Legal](#) and [Privacy Policy](#) pages.

YOUR ACCOUNT

- All users are required to have an [NCID](#) to log in to secure areas.
- Passwords are case-sensitive. Please ensure your Caps Lock key is off.

User ID (NCID): Password:

[Forgot Login](#) [Forgot Password](#)

- The SkillPort home screen will appear.

Welcome k, Logged In: Jun 17, 2013 2:32 PM | [Help](#) | [Log Out](#) | [My Profile](#) [Home](#)



SEARCH & LEARN Search for Category Language

MY PLAN
MY PROGRESS
CATALOG



ATTENTION - Please review the schedule and syllabus for recent changes.

Welcome to NC Department of Health and Human Services (DHHS)
NCTracks Training Center!

Urgent! Please complete the following prior to accessing training opportunities:

Instructor Led Training
Training Calendars >
Provider Syllabi >
State/FA Operations Syl... >

- You may then access your Plan, Progress or the Catalog of NCTracks training content.
- NOTE: after go-live on July 1, 2013, you will still go to <http://www.nctracks.nc.gov> to access SkillPort. The fully-operational NCTracks secure Provider Portal screen will look like the screen below. To access this screen, you will have to enter your NCID on the public NCTracks Provider Portal page.**

Provider Portal

Welcome, ROBERT CASSELL. (Log out)

Eligibility | Prior Approval | Claims | Referral | Code Search | Administration | Trading Partner | Payment | Consent Forms

Home

Message Center for ROBERT CASSELL

Subscription Preferences | A A | Help

Announcements

Date: Jul 1, 2013 12:00:00 AM Attention: All Providers

Verify your Taxonomy Codes and Locations

The Office Administrator should verify the taxonomy codes and locations on file for each NPI. (This step is not needed if the taxonomy codes and locations were verified prior to go-live using the Provider Taxonomy Lock-up web page.) Taxonomy code and location information can be viewed using the Manage Change screens in the secure NCTracks Provider Portal. Click on the Enrollment Status and Management button and scroll down to the Manage Change section. (Access to the secure NCTracks Provider Portal requires an NCID.)

If the taxonomy code or location information needs to be changed, the Manage Change screens can be used to submit the change. Depending on the change in taxonomy code requested, it may require verification of credentials by the fiscal agent. It is important that the taxonomy code and location information on file be accurate and match what is submitted on the claim to facilitate timely processing and payment.

Quick Links

- [CCN/CCA \(Managed Care\)](#)
- [Department of Health and Human Services](#)
- [Division of Health Service Regulation](#)
- [Division of Medical Assistance](#)
- [DMA \(Health Check\)](#)
- [DTR/DO/SAS](#)
- [Division of Public Health](#)
- [Office of Rural Health and Community Care](#)
- [Provider Training](#)
- [Provider Manuals](#)

WELCOME OFFICE ADMINISTRATORS ENROLLMENT

Provider Training User Administration Status and Management

Inbox

Provider	Status	Message	Date
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ICD-10 News

[Join the ICD-10 Community](#) Jul 1, 2013 12:00:00 AM

MMHS | North Carolina Department of Health and Human Services | CSC TRANSCEND

idle timer reset at 2:45:42 pm portal: pong
portal: java:com.cpsc:1006?~15391
stop clock running :1785

7. To access SkillPort, click on the Provider Training button.