Downloading Provider Reenrollment Facsimile

Provider will log into the Interactive web portal:

https://www.medicaid.alabamaservices.org/ALPortal/default.aspx

Click on Trade Files, then Download. Click on the Drop Down button for Transaction Type and click on PRV-A035-M-Provider Reenrollment Facsimile. Click on Search and the available report will display under "Current Reports Available for Download". Click on the file and the provider will be prompted to open or save the file. The provider can click on Open and the facsimile will display or the provider can save the facsimile as a PDF.

When the provider clicks on search a "Group Member Provider ID" field will display under the Transaction Type field. If the reenrolling provider is a member of a group, the provider's NPI or Medicaid ID will need to be entered in this field and then click on search. The available report will display. Click on the file and the provider will be prompted to open or save the file. The provider can click on Open and the facsimile will display or the provider can save the facsimile as a PDF.