

## 2. Mississippi DOM

Medicaid, as authorized by Title XIX of the Social Security Act, is a federal and state program of medical assistance to needy citizens. Each state designates a state agency as the single state agency for the administration of Medicaid. State law has designated DOM, in the Office of the Governor, as the single state agency responsible for administering the Medicaid program in Mississippi.

DOM can be contacted through the internet, by telephone, or by written correspondence. Providers may use the telephone numbers provided below to reach the DOM offices during business hours. The DOM website (<http://www.medicaid.ms.gov>) provides valuable and current information, such as provider fee schedules, provider billing handbook, Administrative Code, State Plan, and public notices.

### 2.1. Fiscal Agent

DOM presently works in conjunction with a fiscal agent (Gainwell) to provide accurate and efficient claims processing and payment. Both organizations work together to offer provider and beneficiary support to meet the needs of the Mississippi Medicaid community. The fiscal agent consists of technical and program staff. Technical staff maintains the claims processing operating system, and program staff assists with the actual processing of claims, payment, and customer service. Other functions include drug rebate analysis and utilization review.

DOM and Gainwell have several systems in place to make contacting the appropriate offices easier for providers. Having several different systems in place for providers to obtain needed information should decrease the time and effort required by providers to complete forms and meet requirements correctly and completely.

### 2.2. Telephone Contact

Gainwell provides telephone access to providers as shown in Table 1. These services include lines for provider inquiries, automated eligibility verification, and assistance with electronic claim submittal. The call center is open Monday through Friday, from 08:00 a.m. to 05:00 p.m. Central Standard Time (CST). The website includes a listing with the name and telephone number of the provider representative assigned to each area.

**Table 1. Gainwell Telephone Numbers**

Contact/Office	Telephone Numbers
Provider/Beneficiary Services	1-800-884-3222
Provider Services Fax Number	1-866-644-6148
Member Services Fax Number	1-866-644-6050
Automated Voice Response System (AVRS)	1-800-884-3222
Electronic Data Interchange (EDI)	1-800-884-3222
Pharmacy Call Center	1-833-660-2402
Pharmacy Prior Authorization Fax Number	1-866-644-6147

## 2.3. Mailing Contact Information

Providers may contact Gainwell via the mail at the addresses listed in Table 2. These post office boxes should be used for claim submittals, adjustments, and void requests. Correspondences should be sent to the appropriate post office box to lessen the chance for errors and shorten the time required to complete transactions.

**Table 2. PO Box by Mail Type - Jackson**

Jackson — Post Office™	Mail Type
PO Box 23076 Jackson, MS 39225	Paper Claims CMS-1500, UB-04, and Dental (including crossover claims)
PO Box 23077 Jackson, MS 39225	Paper Adjustment/Void Requests