Owner and Managing Employee Updates

Provider Network Management Module

**Instructions for managing updates.**

* Log into the PNM to update records.
* Medicaid-only providers should choose “Begin Reapplication” or “Begin Revalidation.”
* Providers with Department of Developmental Disabilities contracts need to choose “Begin DODD Enrollment.”
* Check for the following common issues:
	+ The person listed as an owner or managing employee is deceased and the owner or managing employee record needs to be end-dated on the provider's application.
	+ A person provided an employee identification number in lieu of a social security number. State and federal regulations require that individuals disclose their social security number.
	+ A person’s social security number is mistyped.

NOTE:If you submitted an update to this information that Ohio Medicaid is currently reviewing, you do not need to take any further action.