



# NETWORK *Notification*

**Notice Date:** September 13, 2023  
**To:** Arkansas PASSE Providers  
**From:** CareSource PASSE™  
**Subject:** Updating Provider Information - Roster Updates

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## Summary

To ensure prompt claims processing and payment, it is important for CareSource PASSE to have updated rosters for your practice or organization. We request that rosters are submitted monthly and that in addition to physician updates, you include non-physician professionals that might be included on your claims, such as nurse practitioners, licensed therapists, licensed counselors, clinical nurse specialists, physician assistants, BCBAs, QBHPs, and those who provide waiver or personal care services, etc. Also, remember it is important to update CareSource when you receive a new Medicaid ID and/or practice location.

## Reminder

Indicate which individuals might be providing services for each unique group Medicaid ID/NPI from every location in your practice. Updates and changes can be submitted on the [CareSource Roster Template](#) and emailed to [providermaintenance@CareSource.com](mailto:providermaintenance@CareSource.com) or on the Provider Maintenance Form on [CareSource.com](#) > Providers > [Provider Maintenance](#).

Additional information is located on the CareSource [website](#). For questions, please contact Provider Services at **1-833-230-2101**, Monday through Friday, 8 a.m. – 5 p.m. Central Time (CT).

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