

Quick Steps to Access the PRAF 2.0/Nurture Ohio Web based System

Check box (✓) to the right when step is complete	(✓)																		
1. Identify individuals responsible to enter data into PRAF 2.0	<input type="checkbox"/>																		
<p>2. Create MITS User account at https://portal.ohmits.com/Public/Providers/tabId/43/Default.aspx . If you already have MITS account, progress to step 3.</p> <p>Note: This username and password will be used in the Nurture Ohio system/PRAF 2.0 *If you forget your username and password, return to MITS system to reset.</p> <table border="1" data-bbox="126 390 1417 993"> <tr> <td data-bbox="126 390 1417 470">a. Locate Agent setup box – right side of screen, 4th box down. Select “click here to set up your agent account.”</td> <td data-bbox="1417 390 1524 470"></td> </tr> <tr> <td data-bbox="126 470 1417 558">b. Read terms of service and scroll to end. If you agree click “YES, I have read agreement” and check the “I AGREE” button.</td> <td data-bbox="1417 470 1524 558"></td> </tr> <tr> <td data-bbox="126 558 1417 638">c. Register as an agent by completing all fields with “*” Also include: First Name, Last Name, and Email Address</td> <td data-bbox="1417 558 1524 638" style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td data-bbox="126 638 1417 751">d. Enter username and password. Be sure credentials meet security criteria listed on the right side of screen. (*Remember these for future use. They will be used to log-in to Nurture Ohio website)</td> <td data-bbox="1417 638 1524 751"></td> </tr> <tr> <td data-bbox="126 751 1417 793">e. After completing all appropriate fields, click the “register” button.</td> <td data-bbox="1417 751 1524 793"></td> </tr> <tr> <td data-bbox="126 793 1417 835">f. <i>After 30 minutes</i>, re-access the MITS system again using URL in Step 2.</td> <td data-bbox="1417 793 1524 835"></td> </tr> <tr> <td data-bbox="126 835 1417 877">g. Go to right side of screen under “Login to secure site” and select “click here to login”</td> <td data-bbox="1417 835 1524 877"></td> </tr> <tr> <td data-bbox="126 877 1417 957">h. Use your newly created Login and Password, confirm you have read the agreement and click the “Login” button.</td> <td data-bbox="1417 877 1524 957"></td> </tr> <tr> <td data-bbox="126 957 1417 993">i. Select “My Information” and complete challenge questions</td> <td data-bbox="1417 957 1524 993"></td> </tr> </table>	a. Locate Agent setup box – right side of screen, 4 th box down. Select “click here to set up your agent account.”		b. Read terms of service and scroll to end. If you agree click “YES, I have read agreement” and check the “I AGREE” button.		c. Register as an agent by completing all fields with “*” Also include: First Name, Last Name, and Email Address	<input type="checkbox"/>	d. Enter username and password. Be sure credentials meet security criteria listed on the right side of screen. (*Remember these for future use. They will be used to log-in to Nurture Ohio website)		e. After completing all appropriate fields, click the “register” button.		f. <i>After 30 minutes</i> , re-access the MITS system again using URL in Step 2.		g. Go to right side of screen under “Login to secure site” and select “click here to login”		h. Use your newly created Login and Password, confirm you have read the agreement and click the “Login” button.		i. Select “My Information” and complete challenge questions		
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<p>3. Identify MITS Administrator for your practice. <i>Please note: They are often located in the billing department. If unsure, check with office manager.</i> Get assistance with identifying this person at either:</p> <p>a. Medicaid Provider Call Center 1800-686-1516 b. Progesterone PIP@medicaid.ohio.gov (Have NPI#, Tax ID and Practice address available)</p> <p>*For future reference, write in: MITS Administrator Name _____ MITS Administrator Email: _____</p>	<input type="checkbox"/>																		
<p>4. Send email to MITS Administrator</p> <p>a. Provide your MITS User ID and Office Tax ID b. Request to be assigned the Prenatal Visit Agent Role. c. Ask to be notified when the role has been assigned. d. Advise them to follow the instructions on page 23-28 of Provider User Manual</p>	<input type="checkbox"/>																		
5. After the Prenatal Visit Role Agent is assigned, go to the Nurture Ohio website	<input type="checkbox"/>																		
<p>6. On the Nurture Ohio website – Select “MITS” from the system drop down menu and log in with your MITS user ID and Password. <i>*If you forget your Username or Password Return to MITS site in Step 2 to reset</i></p>	<input type="checkbox"/>																		
7. Click “log-in”	<input type="checkbox"/>																		
Congratulations! You have successfully accessed the PRAF 2.0 – Nurture Ohio Website																			

References:

1. Ohio Department of Medicaid website: <https://www.medicaid.ohio.gov/Provider/PRAF>
2. Provider User Manual: Step by Step Screen shots at <https://medicaid.ohio.gov/Portals/0/Providers/PRAF/ProviderUserManual.pdf?ver=2017-09-18-111142-680>