



HEALTH CARE
AUTHORITY



Training Schedule May-July 2025

INVESTING FOR TOMORROW, DELIVERING TODAY.

MAY TRAINING SCHEDULE

Monday	Tuesday	Wednesday	Thursday	Friday
			1 1-3pm MT - How Do I Complete a Supplemental Update, CHOA, CHOW, or Recertification Application Training	2 2-3pm MT - How Do I Update a Business License Training
5	6 2-3pm MT - How Do I Complete Individual Billing or Individual Billing MCO Only Application Training	7 1-3pm MT - Introduction to Provider and PED Enrollment System Training	8 1-3pm MT - Provider Open Office Hours	9 11-12pm MT - How Do I Complete an Initial PED Application Training 1-3pm MT - Taxonomy Open Office Hours
12	13 1-3pm MT – How Do I Complete a Rendering, Rendering MCO Only, Rendering-S, or Disaffiliation Application Training	14 1-3pm MT - Introduction to Provider and PED Enrollment System Training	15 10-12pm MT - PED Open Office Hours 1-3pm MT - IHS Provider Open Office Hours	16 2-3pm MT How Do I Update a Business License Training
19	20 2-3pm MT - How Do I Complete an MCOR Application Training	21 1-3pm MT - Introduction to Provider and PED Enrollment System Training	22 1-3pm MT - FQHC Provider Open Office Hours	23 1-3pm MT - Taxonomy Open Office Hours
26	27 11-12pm MT - How Do I Complete Group Billing or Group Billing MCO Only Application Training	28 1-3pm MT - Introduction to Provider and PED Enrollment System Training	29	30



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JUNE TRAINING SCHEDULE

Monday	Tuesday	Wednesday	Thursday	Friday
2	3 2-3pm MT - How Do I Complete Individual Billing or Individual Billing MCO Only Application Training	4 1-3pm MT - Introduction to Provider and PED Enrollment System Training	5 1-3pm MT - How Do I Complete a Supplemental Update, CHOA, CHOW, or Recertification Application Training	6 2-3pm MT - How Do I Update a Business License Training
9	10 1-3pm MT – How Do I Complete a Rendering, Rendering MCO Only, Rendering-S, or Disaffiliation Application Training	11	12 10-12pm MT - PED Open Office Hours 1-3pm MT - Provider Open Office Hours	13 11-12pm MT - How Do I Complete an Initial PED Application Training 1-3pm MT - IHS Provider Open Office Hours
16	17	18 1-3pm MT - Introduction to Provider and PED Enrollment System Training	19	20
23	24 11-12pm MT - How Do I Complete Group Billing or Group Billing MCO Only Application Training	25	26 1-3pm MT - FQHC Provider Open Office Hours	27 1-3pm MT - Taxonomy Open Office Hours
30				



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JULY TRAINING SCHEDULE

Monday	Tuesday	Wednesday	Thursday	Friday
	1 2-3pm MT - How Do I Complete Individual Billing or Individual Billing MCO Only Application Training	2 1-3pm MT - Introduction to Provider and PED Enrollment System Training	3 1-3pm MT - How Do I Complete a Supplemental Update, CHOA, CHOW, or Recertification Application Training	4
7	8 1-3pm MT – How Do I Complete a Rendering, Rendering MCO Only, Rendering-S, or Disaffiliation Application Training	9	10 1-3pm MT - Provider Open Office Hours	11 11-12pm MT - How Do I Complete an Initial PED Application Training
14	15	16 1-3pm MT - Introduction to Provider and PED Enrollment System Training	17 10-12pm MT - PED Open Office Hours 1-3pm MT - IHS Provider Open Office Hours	18
21	22 11-12pm MT - How Do I Complete Group Billing or Group Billing MCO Only Application Training	23	24 1-3pm MT - FQHC Provider Open Office Hours	25 1-3pm MT - Taxonomy Open Office Hours
28	29	30	31	



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HOW TO SIGN UP

- **To sign up for Instructor-Led Virtual Training**

1. Select the Library on the left-hand side of the screen
2. Select “Provider and PED Enrollment System”
3. Select desired topic:
 - Introduction to the Provider and PED Enrollment System
 - Taxonomy
 - Applications in the Provider and PED Enrollment System
 - Open Office Hours
4. Select “Attend”
5. Select the desired Instructor-Led Training
6. Review and register for the desired Instructor-Led Training

- LMS User Guide- <https://www.hca.nm.gov/wp-content/uploads/Learning-Management-System-Participant-User-Guide-for-Training.pdf>

