

Quick Reference Guide: Identifying Your Role Within PNM

Provider Administrator Role

Reg ID	Provider	Status	Provider Type	NPI	Medicaid ID	Specialty	DD Contract Number	DD Facility Number	Location	Effective Date	Submit Date	Revalidation Due Date
517946	Training Medical Group	Complete	21 - Professional Medical Group	1245585009	9999876	Professional Medical Group				02/09/2022	02/14/2024	02/09/2027

Once logged into PNM, there are multiple buttons on the homepage, located above the table.

An Administrator role will include the following:

My Providers: Refreshes the list of providers that display on your homepage/dashboard.

Account Administration: This button allows you to set up Agent users, assign them actions/roles, and transfer the Provider to another Account Administrator.

New Provider ?: This button is used to start a new enrollment application for any 'new' (first time enrolling with ODM, ODA, or DODD) Ohio Medicaid Provider that you will be responsible for administering.

Provider Agent Role

Reg ID	Provider	Status	Provider Type	NPI	Medicaid ID	Specialty	DD Contract Number	DD Facility Number	Location	Effective Date	Submit Date	Revalidation Due Date
517991	Training Clinic	Complete	CLINIC	1952865172	0000004	Primary Care Clinic			43231 - 7605	04/25/2022	02/14/2024	04/25/2027

An Agent role will only include the “**My Providers**” button as defined below:

My Providers: Refreshes the list of providers that display on your homepage/dashboard.

For More Information

If you are seeking information on other processes in PNM (setting up Agent users, accessing MITS), please click on ‘Learning’ located in the toolbar at the top of the page in PNM to [access guides/materials](#).

If you need to link your Administrator account to an existing provider (NPI/Medicaid ID), please have the provider complete the [Provider Administrator Change Request form](#) and email the completed form to pnmsupport@medicaid.ohio.gov with ‘Administrator Change Request’ in the subject line.