

**First Steps**  
**Provider Type 24**  
**[907 KAR 1:720](#)**

**Notice to Providers:**

- Upon request, providers may be subject to an onsite inspection.

**Information about the Program:**

- Provider can only be an entity, not an individual.
- Out-of-state providers may not enroll.
- Provider must have a permanent physical location in Kentucky.
- The Cabinet for Health and Family Services - Department for Public Health is the enrolled entity.
- The Department for Public Health – Early Childhood Development certifies all [First Steps](#) subcontract providers.

**New Provider Application, Revalidation and Maintenance Information:**

- All provider applications (new enrollment, revalidations, and maintenance items) are now completed using the **KY Medicaid Partner Portal Application** ([KY MPPA website](#)).

**Supporting Documentation Required for New Provider Enrollment, Revalidation and Maintenance Tasks:**

- Title V agency designation (Department for Public Health – Early Childhood Development)
- For state agency providers, submit a notarized statement attesting to being a state agency.
- If the provider chooses to enroll in direct deposit, verification of the bank routing/accounting numbers, such as voided check or bank letter, is required.

**KY Medicaid Partner Portal Application (KY MPPA):**

**Link to Enroll as a Kentucky Medicaid Provider:**

<https://medicaidsystems.ky.gov/Partnerportal/home.aspx> and click *Let's Get Started*

**Link to the Kentucky Medicaid Partner Portal Application (KY MPPA):**

<https://chfs.ky.gov/agencies/dms/dpi/pe/Pages/mppa.aspx>

Where providers can:

- Register for a KY MPPA account
- Access KY MPPA training resources
- Register for or view pre-recorded webinars
- Subscribe to CHFS email for updates