

New eMedicaid Users

To create a new Login for eMedicaid:

Please Note:

A provider must be enrolled with Maryland Medicaid to create a new eMedicaid login. If you would like to enroll as a provider with Maryland Medicaid, please visit our Provider Enrollment portal, ePREP. Visit health.maryland.gov/ePREP for more information and instruction.

- 1. Visit: https://encrypt.emdhealthchoice.org/emedicaid/
- 2. If you are currently enrolled in Maryland's Medicaid Program, you may register to access this site.
- 3. Go to Step 2 shown in **Diagram A, select "go!" and then** follow the instructions to create a login.

DIAGRAM A



For best results when using this site, do not use your browser's "Back" button for navigation.

Existing eMedicaid Users

To update an Administrator:

Please Note:

The Administrator's ID always ends with 00.

Administrators can only add, change, and update or close an ID.

If you do not have your user ID or the 9-digit Maryland Medical Assistance provider number you will not be able to receive a temporary password.

- 1. Send an email to the eMedicaid Helpdesk at mdh.emedicaidmd@maryland.gov to receive a temporary password. You will need to provide the user ID or the 9-digit Maryland Medical Assistance provider number.
- 2. Log in with the new password provided to you.
- 3. Next, you will be prompted to update your password.
- 4. Once you have updated your password, click on "Update Your Profile" located at the top left corner of the screen shown in **Diagram B**.
- 5. This is where you will be able to update the information for the Administrator.

DIAGRAM B



To add a User ID to the Portal:

- 1. Log in as the Administrator.
- 2. At the bottom of the screen, shown in **Diagram C**, click "Administrator Services".
- 3. The next screen, shown in **Diagram D**, is where you can edit users or add a new user.
 - a. To edit a user: Go to the user's ID and click on "Edit User".
 - b. To add a new user: Click on "Add a New User".

DIAGRAM C



DIAGRAM D

