

MARYLAND MEDICAID CHECKING APPLICATION STATUS IN ePREP

To check the status of an application

Step 1: Log into ePREP

Step 2: Choose the Business Profile you wish to check application status and open.

The screenshot displays the ePREP portal interface. At the top, there is a dark blue header with the 'ePREP PORTAL' logo on the left, notification icons (mail and bell) in the center, and a user profile for 'NEW HOPE, INC.' with the name 'Kimberly' on the right. Below the header is a navigation menu with links for 'My Home', 'Applications', 'Accounts', 'My Tools', and 'Help'. The main content area features a 'Choose a business profile' section. This section includes a search bar at the top. Below the search bar is a list of four business profiles, each with a building icon, a name, and a right-pointing arrow: 'Kimberly Johnson', 'Memorial Hospital', 'NEW HOPE, INC.', and 'REHABILITATION CENTER DEVELOPMENTAL SERVICES'. A large red arrow points to the 'Memorial Hospital' profile. At the bottom of the profile list are two buttons: 'Request to be Admin' and 'Create Business Profile'.

Step 3: Verify the correct Business Profile by checking the name at the top right of the following screenshot with the red arrow. If correct, click on the Applications tab.



Any applications you have submitted for processing will show in the following screenshot.

Step 4: Click on the Orange Clock Action Icon to display application status.

My Applications






Listed below are your in-progress or submitted applications for your Maryland Medicaid accounts.

New Application

Total Apps 1 In Progress 0 Return to Provider 0 Resubmitted 0 Approved 0 Denied 0

Applications Dashboard

Filter by - Please select a filter - Search

Application ID	Status	Name	Type	NPI	Application	Complete	Last Update	Owner	Actions
218835GR	Submitted	Memorial Hospital LLC	Community Options Program		Waiver Organization	100%	08/26/2021	Kimberly Johnson	    

This will open the window seen in the screenshot below and will show the application milestones. The date and status of your application will change as your application moves through the process.

The screenshot displays the ePREP PORTAL interface. A modal window titled "Track Application :218835GR" is open, showing a table of application milestones. The background shows the main dashboard with navigation tabs, a "My Applications" section, and a table of application details.

Application Milestone	Date	User
Under Review	08/27/2021	Maryland Medicaid Reviewer
Received By Maryland Medicaid	08/26/2021	Maryland Medicaid Reviewer
Submitted	08/26/2021	Kimberly Johnson
In Progress	08/26/2021	Kimberly Johnson
Created	08/26/2021	Kimberly Johnson

The background dashboard includes a "My Applications" section with a "New Application" button, a summary bar with "Total Apps 1", "In Progress 0", "Return to Provider 0", "Resubmitted 0", "Approved 0", and "Denied 0", and a table of application details.

Application ID	Status	Name	Type	NPI	Application	Complete	Last Update	Owner	Actions
218835GR	Submitted	Memorial Hospital LLC	Community Options Program		Waiver Organization	100%	08/26/2021	Kimberly Johnson	View, Edit, Delete, Refresh

For example, the Application Milestone may say “Under Review” with a date of “8/27/2021,” User “Maryland Medicaid Reviewer.” As you continue to check this Tracker it may say Under Review but have a new date, which means it is making progress and has been sent to another MDH unit for further review. Until you check it, and it says Complete Approved/Denied. This is the best and easiest way to keep track of your Applications Progress.