



ARIZONA

HEALTH CARE COST CONTAINMENT SYSTEM

**AHCCCS Provider Enrollment Portal
(APEP)**

AHCCCS Provider Enrollment Applications and Revalidations home page (top portion)

- <https://www.azahcccs.gov/apep>

The screenshot shows the top portion of the AHCCCS Provider Enrollment Applications and Revalidations home page. The browser address bar displays <https://www.azahcccs.gov/apep>. The page features the Arizona Health Care Cost Containment System (AHCCCS) logo and a navigation menu with links to HOME, AHCCCS INFO, MEMBERS/APPLICANTS, PLANS/PROVIDERS, AMERICAN INDIANS, RESOURCES, FRAUD PREVENTION, and CRISIS SERVICES. The main heading is "AHCCCS Provider Enrollment Applications and Revalidations". Below this, there is a section for "AHCCCS Online" with a dropdown menu for "Health Plans" and a link to "AHCCCS Provider Enrollment Portal (APEP)". The page also includes a "Subscribe to Provider Enrollment E-News" button and a flowchart illustrating the process: "Preparing for the Provider Application" → "Apply using the AHCCCS Provider Enrollment Portal" → "Report Changes and Revalidate". The flowchart is followed by a section titled "Applying To Be an AHCCCS Provider" with links for "User Registration" and "Existing Users". The page footer contains information about resetting the APEP Password, adding, changing, or removing a Domain Administrator, and a link to the APEP Data Entry tool. A virtual assistant icon is also present in the bottom right corner.

Arizona Health Care Cost Containment System

HOME AHCCCS INFO MEMBERS/APPLICANTS PLANS/PROVIDERS AMERICAN INDIANS RESOURCES FRAUD PREVENTION CRISIS SERVICES

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AHCCCS Online

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- Provider Updates
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Other Provider Programs and Initiatives

Data Access

Promoting Interoperability Program

AHCCCS Provider Enrollment Applications and Revalidations

Subscribe to Provider Enrollment E-News

Thank you for your interest in becoming a provider with AHCCCS. On this page you will find information about how to apply to become an AHCCCS registered provider, What to Expect When Applying in AHCCCS Provider Enrollment Portal (APEP), as well as what to expect after you become an approved provider. Please see the Provider Enrollment Policy Manual for more information.

In general, the process to become an AHCCCS registered provider and maintain your enrollment is as follows:

Preparing for the Provider Application → Apply using the AHCCCS Provider Enrollment Portal → Report Changes and Revalidate

Applying To Be an AHCCCS Provider

Providers new to APEP: [User Registration](#)

Existing APEP users: [Existing Users](#)

If you need to reset your APEP Password, please see [APEP Password Reset Procedure \(PEP-907\)](#).

If you need to add, change, or remove a Domain Administrator, please see [Domain Access in APEP \(PEP-901\)](#).

If you need a tool to document the information for your enrollment application, you can use the [APEP Data Entry](#) tool.

Hi I'm AVA, the AHCCCS Virtual Assistant. Click me for assistance.

Top Portion

- Subscribe to Provider Enrollment News:
 - [Subscribe to Provider Enrollment E-News](#)
- What to expect when applying in AHCCCS Provider Enrollment Portal (APEP)
 - <http://www.azahcccs.gov/PlansProviders/Downloads/APEP/WhattoExpectWhenApplyinginAHCCCSProviderEnrollmentPortal.pdf>
- Provider Enrollment Policy Manual (last updated 06/08/26)
 - [Provider Enrollment Policy Manual](#)

Subscribe to Provider Enrollment E-News



Provider Enrollment

AHCCCS encourages registered providers to subscribe to this email list for occasional news from the Provider Enrollment department.

* Email Address

First Name

By submitting this form, you are consenting to receive marketing emails from: AHCCCS-DMPS-PE, 801 East Jefferson St. MD8100, Phoenix, AZ, 85034 United States, <http://www.azahcccs.gov>. You can revoke your consent to receive emails at any time by using the ☒ SafeUnsubscribe® link, found at the bottom of every email. [Emails are serviced by Constant Contact.](#)

Sign Up



What to expect when applying in AHCCCS Provider Enrollment Portal (APEP)



What to Expect When Applying in AHCCCS Provider Enrollment Portal (APEP)

What information do I need to prepare for the AHCCCS Provider application?

To prepare for the AHCCCS Provider application, have the following documentation available:

- National Provider Identifier (NPI);
- Completed Request for Taxpayer Identification Number and Certification (W9) tax form signed within the last 12 months;
- All disclosures regarding ownership must match the records for the Arizona Corporation Commission, the Arizona Department of Health Services, and the National Plan & Provider Enumeration System. If any of those records are incorrect, they must be modified. You may submit the modification request with your application as proof. Inaccurate disclosures may result in a denial or delay of your enrollment application.
- Current professional certifications or licensures;
- The signed [Provider Type Profile form](#), if required for your provider type; and
- Any supporting documentation.

What to expect when applying in AHCCCS Provider Enrollment Portal (APEP)

What is the process when applying to be an AHCCCS Provider?

1. Create an Arizona AHCCCS account in the AHCCCS Provider Enrollment Portal (APEP), using the “User Registration” button on the [AHCCCS Provider Enrollment Applications and Revalidations](#) page.
2. Complete an application and provide any requested documentation. Each provider type has specific “Steps” which must be completed in the APEP system. The final “Step” in all applications is to submit the application. Each “step” must reflect as “complete” to be able to successfully submit the application. If a step is reflected as “incomplete”, revisit the step and ensure all required information is submitted. The “Upload Documents” step will usually require one document of each available type to be uploaded. If you experience barriers in the uploads, review the page to make sure you have uploaded one document of each type.
3. Complete any of the following that are required for your provider type:
 - Pay a Provider Enrollment Application Fee (not required for Individual providers),
 - A site visit (for moderate and high-risk providers), and
 - The Fingerprint-based Criminal Background Check (FCBC) – High Risk provider types only.

Most applications are processed within 60 days of submission. If additional information is needed to be able to process the application, you will be notified via your preferred correspondence method as indicated in APEP. An expedited processing request can be made. Examples of what may justify an expedited processing request and the steps to make the request can be found under [Processing Timeframes and Enrollment Effective Dates](#).

AHCCCS enrollment is effective on the date of approval. If a retroactive effective date is needed, it can be requested by following the steps found under [Enrollment Effective Dates](#).

What to expect when applying in AHCCCS Provider Enrollment Portal (APEP)

What happens after I become an AHCCCS Provider?

AHCCCS providers are required to:

- Report any changes to your information using APEP, including but not limited to:
 - Changes in service, correspondence or pay-to addresses,
 - Changes in Tax Identification (TIN), National Provider Identification (NPI) or any other identifiers;
 - Billing associations;
 - Changes in licensure types or effective dates; or
 - Change in ownership or managing employees, and
- Maintain current license and certifications and report any updates to licenses in APEP, and
- Respond to any requests from AHCCCS about your enrollment information.

Revalidation Requirements:

Providers must revalidate their enrollment every four years to maintain the privilege to bill Medicaid. AHCCCS reserves the right to request off-cycle revalidations. During this process, the provider is subject to the same screening and disclosures obtained during the initial enrollment which may include an enrollment fee, site visit, and fingerprint-based criminal background check.

Provider Enrollment Policy Manual (last updated 06/08/26)

 Provider Enrollment Policy Manual





- Home.htm
- Introduction
- ▼ Policy
 - ▶ Chapter 100 General Provider Enrollment Eligibility
 - ▶ Chapter 200 Applications
 - ▶ Chapter 300 Modifications
 - ▶ Chapter 400 Revalidations
 - ▶ Chapter 500 Terminations
 - ▶ Chapter 600 Appeals
- Revisions



Provider Enrollment Policy Manual

Need help? Submit an inquiry through the [AHCCCS Solutions Center](#) or call Provider Enrollment at (602) 417-7670.

¿Necesita ayuda? Envíe una consulta a través del [AHCCCS Solutions Center](#) o llame a Inscripción de Proveedores al (602) 417-7670.

Visit [Provider Enrollment](#) for more information.

AHCCCS Provider Enrollment Applications and Revalidations home page (middle portion)

- <https://www.azahcccs.gov/apep>

Applying To Be an AHCCCS Provider

Providers new to APEP: [User Registration](#)

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If you need to add, change, or remove a Domain Administrator, please see [Domain Access in APEP \(PEP-901\)](#).

If you need a tool to document the information for your enrollment application, you can use the [APEP Data Entry Guide](#). This guide is designed to help you gather the information ahead of time so you have everything needed to enter into the APEP enrollment application.

The guide is not to be used as an application. You must apply through APEP.

- [Provider Participation Agreement \(PEP-202.8\)](#)
- [Group Biller Provider Participation Agreement \(PEP-202.9\)](#)
- [ROPA Provider Participation Agreement \(PEP-202.2\)](#)

Preparing for the Provider Application

- [General AHCCCS Provider Enrollment Requirements](#)
- [Electronic Funds Transfer \(EFT\) Requirement](#)
- [Provider Enrollment Application Fees](#)
- [Processing Timeframes And Enrollment Effective Dates](#)
- [Maintaining Enrollment as an AHCCCS Provider](#)
- [APEP Planned Maintenance Schedule](#)

Can't find what you're looking for? Please visit the [AHCCCS Document Archive](#).

Hi! I'm AVA, the AHCCCS Virtual Assistant. Click me for assistance.

Middle Portion

- Applying To Be an AHCCCS Provider
 - Providers new to APEP: [UserRegistration](#)
 - Existing APEP users: [Existing Users](#)
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 - This guide is designed to help you gather the information ahead of time so you have everything needed to enter into the APEP enrollment application.

AHCCCS Provider Enrollment Applications and Revalidations home page (lower portion)

- <https://www.azahcccs.gov/aapep>

Applying To Be an AHCCCS Provider

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Lower Portion

- Participation Agreements

- [Provider Participation Agreement \(PEP-202.8\)](#)
- [Group Biller Provider Participation Agreement \(PEP-202.9\)](#)
- [ROPA Provider Participation Agreement \(PEP-202.2\)](#)



Lower Portion (continue)

- Use the arrows to expand the details for the below topics

Preparing for the Provider Application



General AHCCCS Provider Enrollment Requirements



Electronic Funds Transfer (EFT) Requirement



Provider Enrollment Application Fees



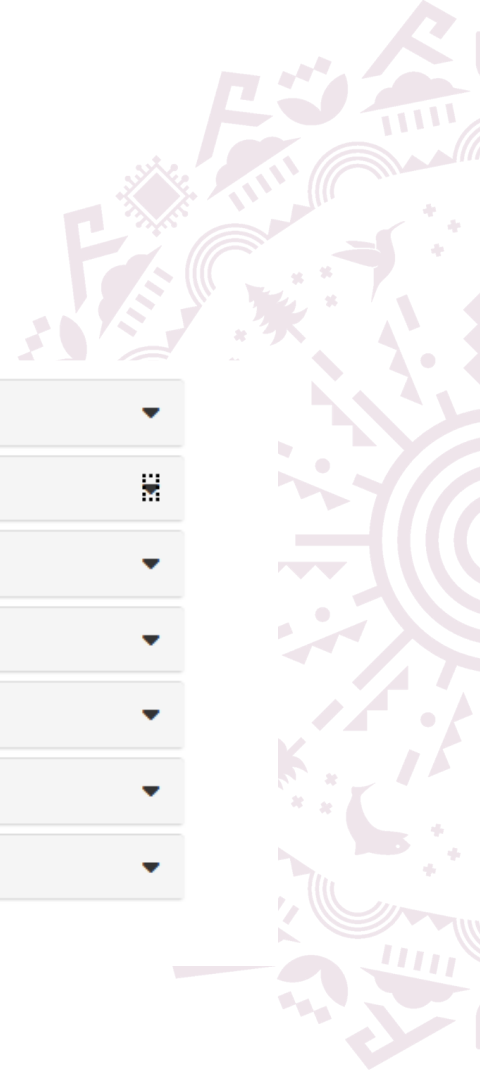
Processing Timeframes And Enrollment Effective Dates



Maintaining Enrollment as an AHCCCS Provider



APEP Planned Maintenance Schedule



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- Provider Updates
 - [Provider Updates](#)
- Resources: Provider Enrollment Policy Manual, Screening Glossary, and Trainings
 - [Resources](#)
- Revalidations
 - [Revalidations](#)

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 - [FAQs](#)

