



**AmeriHealth Caritas**<sup>™</sup>  
District of Columbia

**To:** AmeriHealth Caritas DC Dental Providers  
**Date:** December 20, 2023  
**Subject:** Accessing Assigned Enrollees List From Skygen Provider Web Portal

Dear Dental Provider:

District of Columbia Medicaid enrollees are assigned to a specific primary dental provider (PDP) to establish a dental home. The AmeriHealth Caritas District of Columbia (DC) Medicaid provider organization assigns the enrollees when they have entered the Medicaid system and become AmeriHealth Caritas DC enrollees.

Under the provider agreement with AmeriHealth Caritas DC, all dental providers are obligated to conduct outreach to their assigned AmeriHealth Caritas DC enrollees (patients) for dental visits, and to follow up when the enrollee has not visited the office in the past year for their annual dental visit.

On the Skygen provider web portal (PWP) for the AmeriHealth Caritas DC dental network, there are instructions on how to access the list of enrollees assigned to each PDP. The instructions are as follows:

1. Login to the Skygen dental PWP.
2. Under the Reports tab, select "View Primary Care Assignments."
3. Select the Location and the Provider.
4. Select "Print Report."

We encourage all providers in the AmeriHealth Caritas DC dental network to fulfill their obligation to conduct outreach to their assigned enrollees and have each one visit their office for care annually.

As always, the AmeriHealth Caritas DC dental team appreciates your attention to this memo and for the continued service you provide our enrollees.

If you have questions about this communication, please contact Dental Provider Services at 1-855-609-5170.

Sincerely,



Nathan Fletcher, DDS  
Dental Director