



Begin Date: January 2020
Review Date: February 2023

State Pap Plus Program Enrollment and Documentation

In order for Every Woman Matters to meet timeliness performance measures set by our funders, Centers for Disease Control and Prevention (CDC), healthcare providers who provide client services under the State Pap Plus Program need to adhere to the following procedures for submitting State Pap Plus Enrollment and supporting client clinical documentation:

- It is expected that State Pap Plus Enrollments and clinical documentation be sent to the program within two weeks of the date of service.
- All State Pap Plus Enrollments will be returned if date of receipt is greater than 60 days of date of service.
- **STARTING MARCH 1, 2023:**
A Pap report or Pap with HPV report must accompany all State Pap Plus Program Enrollments that have documentation of a Pap test or Pap test with HPV performed.
- If the program receives a claim from a lab for a Pap test and/or Pap test with HPV testing prior to receiving a State Pap Plus Program Enrollment form, the program may return the claim to the lab without payment after 60 days.
- Furthermore, if the Pap results are abnormal a Cervical Diagnostic/Follow Up and Treatment Plan Form must be attached if diagnostic work up is planned. A pathology report must accompany any Cervical Diagnostic/Follow Up and Treatment Plan Form, if diagnostics have already been completed.

