

## Minnesota Revalidate 2026

### Revalidation steps for providers of high-risk services

**\*OFFICIAL NOTIFICATIONS** are sent to your registered [MN-ITS mailbox](#), including notices about revalidation and enrollment status. Please check MN-ITS often. Reference the [PRVLTR folder](#).

#### Prepare

- Review the [Revalidation](#) steps under Provider Basics in the MHCP Provider Manual.
- Check your MN-ITS mailbox PRVLTR folder for notices related to the revalidation process (or U.S. Mail if not a registered MN-ITS user).
- Check the **Minnesota Provider Screening and Enrollment (MPSE) portal** to check revalidation status, or for status of submitted applications (Pending Review, In Review, Draft or Completed).

#### Submit your revalidation application and required documents

- *Providers who received a revalidation notice before Jan. 26, 2026, must complete revalidation.*
  - *Providers previously screened successfully at the high-risk level in 2025 are not impacted.*
- 1. Submit application and required documents:** Upload all required documents in the MPSE portal (or via fax) within 30 days from the date on the revalidation notice.
    - **Complete background studies** for required individuals. This is part of the required documentation. See the [Background studies FAQ](#).
    - **Pay the required [application fee](#).**
    - Refer to the [MHCP Provider Manual](#) for the [enrollment criteria](#) and [forms specific for your provider type](#) for more information on what documentation is required.
  - 2. Request for More Information** (if applicable): If your submitted documentation is incomplete, you will receive a Request for More Information (RFMI) notice to your MN-ITS mailbox (or U.S. Mail).
    - **\*Required documentation may include verification of training or insurance, or other actions needed to obtain documentation – plan accordingly to meet the 30-day deadline.**
    - **If you do not respond to the RFMI notice within 30 days, you will be disenrolled. Disenrolled providers cannot bill for services. You may appeal disenrollment within 60 days of notice.**
    - **A disenrollment notice** (notice of termination as an MHCP provider) including provider appeal rights and options for reenrolling, **will be sent to your MN-ITS mailbox PRVLTR folder.**
  - 3. Unannounced site visit:** Occurs within 60 days of the date of your **Site Visit Referral Notice**, sent to your MN-ITS mailbox (or by U.S. Mail).

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- **Start internally preparing for your on-site visit.** See: [Unannounced site visits FAQ](#). Refer to the [MHCP Provider Manual](#) for the list of documentation to gather for the on-site visit, by provider type.
  - If you miss your site visit, expect a return visit in about 1 week.
  - If you do not cooperate during the site visit, your revalidation application will not be approved.
4. **Confirmation of revalidation or enrollment status:** Expect a **Revalidation Complete Notice** to your MN-ITS mailbox accounts (in the PRVLTR folder), or by U.S. mail if not a registered MN-ITS user.

**Disenrollment notifications are sent to your MN-ITS PRVLTR folder** for the following reasons:

- Failure to submit revalidation application after two notification attempts.
- Failure to provide all requested documents within required timeframe.
- Failure to meet the criteria required during an on-site visit.

**If you receive a disenrollment notice, you have 60 days from the date of the notice to appeal.**

1. **Email your appeal to:** [Provider.enrollment.appeals.dhs@state.mn.us](mailto:Provider.enrollment.appeals.dhs@state.mn.us) or fax to 651-431-7797.
2. Appeals will be reviewed within five (5) business days. Do not send private or sensitive information.
3. Follow the revalidation steps. If the information you submit with your appeal is incorrect or required documentation is missing, you will receive a call explaining what is needed and will have seven (7) business days to submit the missing information.
4. Provider Resource Center will remove the payment suspension as appropriate once an appeal has been received AND all required documentation has been submitted.

### Get help

- For **questions about the revalidation process** or an **RFMI notice**, (Revalidation Request for More Information): email [revalidation.inquiries.dhs@state.mn.us](mailto:revalidation.inquiries.dhs@state.mn.us).
- For **questions about a disenrollment notice and how to appeal**, call Provider Resource Center at 651-431-2700.
- Review the [Minnesota Revalidate FAQs](#).
- **Watch the step-by-step videos:** [Instructions to Revalidate](#) and [Responding to a Request for More Information \(RFMI\)](#).
- Read the [MPSE Manual](#); attend an [MPSE Q&A training session](#): Held Mondays, Wednesdays and Fridays, from 1 to 1:30 p.m. for questions related to Minnesota Revalidate.
- MHCP Provider Resource Center at 651-431-2700 or 800-366-5411 or the [Provider Resource Center Contact Request](#) online form (general inquiries only – do not send private data via this form).
- Request to attend the MHCP roundtable sessions – email: [mhcp.roundtables.dhs@state.mn.us](mailto:mhcp.roundtables.dhs@state.mn.us) with your name, title and organization if you are interested in attending the provider roundtable.
- For help with MN-ITS, see the [MN-ITS Administration](#) page and [MN-ITS Troubleshooting Guide](#).
- Sign up to receive subscription email updates and our [provider news and updates](#) webpage.