



National Provider Identifiers (NPI)

HIPAA NEWS

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National Provider Identifier

The Administrative Simplification provisions of the *Health Insurance Portability and Accountability Act of 1996 (HIPAA)* mandated the adoption of standard unique identifiers for health care providers. The purpose of these provisions is to improve the efficiency and effectiveness of the electronic transmission of health information. The National Provider Identifier (NPI) is a new 10-digit identification number that is issued through the National Plan and Provider Enumeration System (NPPES), which was developed by the Centers for Medicare and Medicaid Services (CMS). The NPI will replace all payer-specific identification numbers (e.g., Medicaid provider numbers) on nationally recognized electronic transactions (also known as standard transactions). Health plans, clearing houses and covered health care providers that submit claims or other information electronically will be required to apply for and use an NPI.

Affected Providers

All health care providers are eligible to receive an NPI. All health care providers will be required to use their NPI when conducting nationally recognized electronic transactions submitted on and after May 23, 2007. The Final Rule does not require the NPI to be used on paper transactions (e.g., paper claims, paper prior authorization requests, and other paper forms). However, Wyoming EqualityCare (Medicaid) will require providers to use their NPI on paper transactions. Future publications will notify providers when procedures for paper transactions are determined.

Non-health care providers are *not* eligible to receive an NPI. Visit the CMS web site at www.cms.hhs.gov to determine if you need to apply for and obtain an NPI number.

Organization Subparts

In certain situations, it is possible for a subpart of an organization health care provider to apply for an NPI. For example, a laboratory within a hospital may be considered a subpart of the hospital. A subpart of an organization may need to obtain an NPI in order to conduct transactions on behalf of the subpart or to meet federal requirements related to participation in health plans such as Medicare. An organization is responsible for determining its subparts.

EqualityCare Requirements

- ◆ EqualityCare will require all of its enrolled healthcare providers to obtain NPIs, regardless of whether they bill their claims electronically or on paper.
- ◆ EqualityCare is adopting the NUCC's recommended timeline for transitioning to the revised CMS-1500 claim form. All providers must switch to the revised form by April 1, 2007.
- ◆ EqualityCare is adopting the NUBC's recommended timeline for transitioning to the new UB-04 claim form. All providers must switch to the new form by May 23, 2007.
- ◆ EqualityCare will require its providers to use taxonomy codes in conjunction with their NPIs when billing claims electronically or on paper.

Key Dates to Remember:

- ◇ April 1, 2007—All providers must use the revised CMS1500 claim form. Submission with the new UB-04 claim form may begin in March 2007, but must be used by May 23, 2007.
- ◇ May 23, 2007—NPI application and compliance deadline.
- ◇ May 23, 2008—Small health plans application and compliance deadline.

Individual health-care providers will apply for a single NPI they will keep for the rest of their careers.

(Message from CMS) NPI: GET IT. SHARE IT. USE IT.

As the industry transitions to NPI compliance, remember that there is no charge to get an NPI. Providers can apply online for their NPI, free of charge, by visiting <https://nppes.cms.hhs.gov> or by calling 1-800-465-3203 to request a paper application. The CMS NPI page, located at www.cms.hhs.gov/NationalProviderIdentifierStand/, is the only source for official CMS education and information on the NPI initiative; all products located on this site are free of charge.

CMS continues to urge providers to include legacy identifiers on their NPI applications, not only for Medicare but for all payors. If reporting a Medicaid number, include the associated State name. If providers have already applied for their NPI, CMS asks them to go back into the NPPES and update their information with their legacy identifiers. This information is critical for payors in the development of crosswalks to aid in the transition to the NPI.

Getting an NPI is free—not having one can be costly!



Physicians and practices that do not have an NPI by the May 23, 2007 deadline risk delayed or rejected claims.

Preparation

Every EqualityCare provider that meets the definition of a healthcare provider (as defined by CMS) will be required to obtain an NPI. Providers registered in the State of Wyoming will be required to use their taxonomy codes in conjunction with their new NPI numbers when submitting health care claims. Electronic prior authorizations will also require the use of taxonomy codes and the NPI. **For providers entering claims for dual eligible clients (Medicare and Medicaid), taxonomy codes must be entered in the claims sent to Medicare, despite the fact that Medicare may not require taxonomies. This must occur in order for the claim to process on the Medicaid side.** In preparation for the implementation of the NPI, providers are encouraged to do the following:

- ✓ Educate themselves about NPI and communicate with their staff.
- ✓ Check the CMS Web site (www.cms.hhs.gov/) frequently for the latest information about the NPI

- ✓ Begin gathering information needed for the NPI application process.
- ✓ Communicate with their billing services and clearinghouses.
- ✓ Identify processes and systems that will be affected by the NPI and EqualityCare's taxonomy code requirement.
- ✓ Office managers need to ensure physicians are applying for NPIs, or that someone is applying for an NPI for every physician.
- ✓ Check the Washington Publishing Co. website at <http://www.wpc-edi.com/codes/taxonomy> for a complete list of taxonomies along with descriptions for providers to choose from.
- ✓ Watch for future EqualityCare publications.

EqualityCare is not accepting the NPI on electronic or paper transactions at this time. Future publications will notify providers when procedures and implementation dates are determined.

Every EqualityCare provider that meets the definition of a healthcare provider (as defined by CMS) will be required to obtain an NPI, regardless of whether they bill their claims electronically or on paper.

How to Apply

- You may apply for an NPI at the National Plan and Provider Enumeration System website at <https://nppes.cms.hhs.gov/NPPES>, beginning on May 23, 2005.
- You may prepare a paper application and send it to the entity that will be assigning the NPI (the Enumerator) on behalf of the Secretary beginning July 1, 2005. A copy of the application, including the Enumerator's mailing address is

available on <https://nppes.cms.hhs.gov>. You may also call the enumerator call center at (800) 465-3203 or TTY (800) 692-2326.

- With your permission, an organization may submit your application in an electronic file. This could mean that a professional association or perhaps a health care provider who is your employer could submit an electronic file containing your information and the information of other health care providers.

To apply for an NPI, visit <https://nppes.cms.hhs.gov/NPPES/Welcome.do>

Resources

Providers are encouraged to use the following resources:

- * To learn more about the National Provider Identifier (NPI) Final Rule, NPI application process, and to access information resources, visit: <http://www.cms.hhs.gov/apps/npi/01overview.asp>
- * The NPI Viewlet. The Web-based instructional tool provides an overview of the NPI and a step-by-step demonstration of the NPI applica-

tion. The viewlet can be found at www.cms.hhs.gov/medlearn/npi/npiviewlet.asp.

- * The CMS NPI Dear Health Care Provider letter. This letter (especially page two) contains critical information about the application process. The letter can be found at www.cms.hhs.gov/hipaa/hipaa2/regulations/identifiers/NPI%20Dear%Provider%Final.pdf.
- * The CMS Web site at www.cms.hhs.gov/hipaa/hipaa2/ for the following:

- ✓ Frequently asked questions. Select "Frequently Asked Questions" under "General Information."
- ✓ General information about the NPI and the Final Rule. Select "Identifier Standards: under "Regulations and Standards."
- ✓ The transcripts dated December 15, 2004. Select "Roundtable Transcripts: under "Educational Materials."



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HIPAA NEWS

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Mission

The Wyoming Department of Health is the primary State agency for providing health and human services. It administers programs maintaining the health and safety of all citizens of Wyoming.



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