To:

All Providers

HMOs and Other Managed Care Programs

National Provider Identifier

This *Wisconsin Medicaid and BadgerCare Update* provides information about the National Provider Identifier, which has been adopted by the federal Department of Health and Human Services as the standard identifier for health care providers.

As a result of the federal Health Insurance Portability and Accountability Act of 1996, the Department of Health and Human Services (HHS) adopted a standard identifier for health care providers. The Final Rule published by the HHS adopted the National Provider Identifier (NPI) as the standard identifier.

The NPI is a new 10-digit 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).

Providers should note the following dates:

- **January 23, 2004** — The date the Final Rule was published.
- **May 23, 2005** — The date providers could begin the NPI application process.
- **May 23, 2007** — The date that health care providers will be required to begin using their NPI to identify themselves in nationally recognized electronic transactions.

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, health plans, such as Wisconsin Medicaid, may require providers to use their NPI on paper transactions. Future Medicaid publications will notify providers when procedures for paper transactions are determined.

Non-health care providers are *not* eligible to receive an NPI. Provisions for non-health care providers have not been determined. Future publications will notify providers of these provisions.

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.

Preparation

In preparation for the implementation of the NPI, providers are encouraged to do the following:

- Educate themselves about the 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.
- Watch for future Medicaid publications.

Resources

Providers are encouraged to use the following resources:

- The NPI Viewlet. The Web-based instructional tool provides an overview of the NPI and a step-by-step demonstration of the NPI application. The viewlet can be found at *www.cms.hhs.gov/medlearn/npi/ npiviewlet.asp*. The viewlet also contains a link to the NPPES Web site, which allows providers to submit a Web-based application for an NPI.
- 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%20Provider%20Final.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."

In certain situations, it is possible for a subpart of an organization health care provider to apply for an NPI.

In addition, providers are encouraged to use the following resources:

- The CMS e-mail address at *AskHIPAA@cms.hhs.gov*.
- The HHS Web site at *aspe.hhs.gov/admnsimp/index.shtml* for the Final Rule.
- The Workgroup for Electronic Data Interchange Web site at *wedi.org/*.

Obtaining National Provider Identifier

Providers may begin the application process on May 23, 2005, and should refer to the CMS NPI Dear Health Care Provider letter, which contains critical information about the application process.

Medicaid Certification Requirements

Obtaining an NPI does not affect the Medicaid certification process. The provider certification process and requirements remain unchanged.

Wisconsin Medicaid Not Yet Accepting National Provider Identifier on Transactions

Wisconsin Medicaid is not accepting the NPI on transactions submitted at this time. Future Medicaid publications will notify providers when procedures and implementation dates are determined.

Information Regarding Medicaid HMOs

This *Wisconsin Medicaid and BadgerCare Update* contains Medicaid fee-for-service policy and applies to providers of services to recipients on fee-for-service Medicaid only. For Medicaid HMO or managed care policy, contact the appropriate managed care organization. Wisconsin Medicaid HMOs are required to provide at least the same benefits as those provided under fee-for-service arrangements.

The *Wisconsin Medicaid and BadgerCare Update* is the first source of program policy and billing information for providers.

Although the *Update* refers to Medicaid recipients, all information applies to BadgerCare recipients also.

Wisconsin Medicaid and BadgerCare are administered by the Division of Health Care Financing, Wisconsin Department of Health and Family Services, P.O. Box 309, Madison, WI 53701-0309.

For questions, call Provider Services at (800) 947-9627 or (608) 221-9883 or visit our Web site at *dhfs.wisconsin.gov/medicaid/*.

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