

National Provider Identifier (NPI) Frequently Asked Questions

Updated as of April 16, 2007

Question	Answer
NPI Contingency Plan	
<p>1. How does the federal NPI contingency plan effect implementation of the NPI for Idaho Medicaid?</p>	<p>On May 23, 2007, Idaho Medicaid will be ready to accept and process HIPAA-compliant 837 electronic claims that use only the NPI to identify a provider. We strongly recommend that providers make good faith efforts to be ready to submit electronic claims using their NPI by the federal compliance date of May 23, 2007.</p> <p>However, for providers showing good faith efforts towards compliance whose claims submission software, clearinghouse or billing agency is not ready by the compliance date, Idaho Medicaid will continue to accept and process HIPAA-compliant 837 electronic claims that contain only the Idaho Medicaid number to identify the provider.</p> <p>More information about the federal NPI contingency guidance can be found at:</p> <p>http://www.cms.hhs.gov/NationalProvIdentStand/Downloads/NPI_Contingency.pdf</p>
<p>2. How can a provider show good faith efforts towards NPI compliance?</p>	<p>One way you can show progress towards compliance is by getting and registering your NPI. You should also check with your software vendor, billing agency, or clearinghouse to make sure they are working towards NPI compliance. Idaho Medicaid vendor specifications for electronic professional, dental, and institutional claims have been updated to include NPI information. These documents are available to help programmers in developing and testing software. They can be accessed at the following website:</p> <p>http://www.healthandwelfare.idaho.gov/Portals/Rainbow/Documents/RevisedVendorLetter200703051.pdf</p>

Question	Answer
<p>3. Will Idaho Medicaid continue to accept the previous version of the CMS1500 (12-90 version) claim form in light of the CMS decision to extend their acceptance period?</p>	<p>We recommend that providers use the most recent version of the CMS 1500 claim form (08-05 version). However, Idaho Medicaid will continue to accept both the "old" (12-90 version) and "new" (08-05 version) of the CMS 1500 claim form until further notice.</p> <p>Idaho Medicaid requires the current Idaho Medicaid provider number on these forms both before and after May 23, 2007. The CMS 1500 is considered a paper claim form, even though many providers use software to format and print the form.</p> <p>Please work with your software vendor to ensure you can print your CMS 1500 form with the Idaho Medicaid Provider number regardless of which version of the CMS 1500 form your are using.</p>
<p>General NPI Facts</p>	
<p>1. What is NPI?</p>	<p>The National Provider Identifier (NPI) is part of the Health Insurance Portability and Accountability Act (HIPAA). The NPI number or numbers will replace existing provider numbers and identify providers to health plans with a unique 10-digit numeric provider identifier.</p>
<p>2. Why do we need the NPI?</p>	<ul style="list-style-type: none"> ▪ Simpler electronic transmission of HIPAA standard transaction ▪ Standard unique health identifiers for health care providers ▪ More efficient coordination of benefits transactions
<p>3. Who can apply for and receive an NPI?</p>	<p>All individuals and organizations that meet the federal definition of healthcare provider can apply for and receive an NPI.</p>
<p>4. Who should get an NPI?</p>	<p>Healthcare providers that send or receive HIPAA standard electronic transactions should get an NPI.</p>

Question	Answer
Not Every Provider Needs an NPI	
1. Will every Idaho Medicaid provider need an NPI?	<p>Some Idaho Medicaid providers will be able to continue using their current Idaho Medicaid provider number. "Atypical" providers will not be expected to send an NPI on their claims. Idaho Medicaid has interpreted the NPI rule to designate the following providers as "atypical":</p> <ul style="list-style-type: none"> • Non-Emergency Commercial Transportation • Transportation Broker • Individual Transportation Provider • Agency Transportation Provider • Personal Emergency Response Systems • Home Modifications • 24 Hour PCS Home for Children – (Foster Care) • Personal Care Service (PCS) / Aged & Disabled (A&D) Agency • Adult Day Care • Residential Assisted Living Facility (RALF) • Behavior Consultation/Crisis Management • Chore Services • Home Delivered Meals • Self Determination Fiscal Employer Agent • Residential Habilitation Agency • Certified Family Homes • Respite Care • Supported Employment Service
2. Can "atypical" providers still bill Idaho Medicaid?	<p>Idaho Medicaid providers who are "atypical" can still participate in the Idaho Medicaid program by using their Idaho Medicaid provider number.</p>
3. Can billing services and clearinghouses obtain an NPI?	<p>Billing services and clearinghouses do not meet the definition of a health care provider and will not be eligible for an NPI.</p>

Question	Answer
NPI Entity Type	
1. Who is an individual provider?	A person or a sole proprietorship is considered an individual provider, and are eligible for a single NPI only. Individuals are a Type 1 entity.
2. Who is an organizational provider?	Examples of organizational providers are hospitals, clinics, group practices, nursing homes, etc. If you are an individual who is a healthcare provider and are incorporated, you may need to obtain an NPI for yourself and a separate NPI for your corporation or Limited Liability Company (LLC). Organizations are a Type 2 entity.
NPI and Healthy Connections	
1. Do I need to get an NPI for my Healthy Connections referral number?	No. The current Idaho Medicaid Healthy Connections number will continue to be used as a referral number for Idaho Medicaid.
2. How will the Healthy Connections number be used on electronic claims?	As of May 23, 2007, the Healthy Connections referral number must be submitted in the referral number field with a 9F qualifier rather than in the referring provider ID field.
3. How will the Healthy Connections number be used on paper claims?	Before and after May 23, 2007, the Health Connections referral number must be submitted in field 17A with a 1D qualifier on the paper CMS 1500 and field 77 on the paper UB04 rather than in the referring provider ID field.
Applying for an NPI	
1. How can I get prepared to apply for an NPI?	Go to the following web page to determine what information you will need to provide to the National Plan and Provider Enumeration System (NPPES) to apply for an NPI. The Center for Medicare and Medicaid Services (CMS) developed the NPPES to assign the NPI to eligible healthcare providers. Fox Systems, Inc. is contracting with CMS to serve as the NPI enumerator. www.nppes.cms.hhs.gov

Question	Answer
<p>2. How can I apply to get my NPI?</p>	<p>There are three ways you can get an NPI. You can:</p> <ul style="list-style-type: none"> ▪ Apply online, visit: https://nppes.cms.hhs.gov. This is the fastest and most efficient way to get an NPI. Your NPI will be returned to you by email. ▪ Call 1-800-465-3203 to request a paper application. Your NPI will be returned to you by mail. ▪ Authorize an employer or other trusted organization to obtain an NPI for you through bulk enumeration, or Electronic File Interchange (EFI). Your NPI will be returned to you by the organization you authorized to obtain your NPI. <p>Regardless of how you get your NPI, it is important that you keep the notification document you receive from NPPES informing you of your NPI. Learn more about the application process by clicking on National www.nppes.cms.hhs.gov</p>
<p>3. When should I apply to get my NPI?</p>	<p>Both individual and organizational providers should apply <u>now</u> for their NPI. Organizational providers have additional considerations to analyze before they apply for an NPI.</p> <p>Per the federal NPI contingency plan, we strongly recommend that providers apply for their NPI(s) prior to May 23, 2007 to demonstrate that they are actively attempting to comply with the NPI implementation.</p>
<p>Special Considerations for Organizational Providers</p>	
<p>1. What is a subpart?</p>	<p>Organizations are defined as a type 2 entity and may be composed of a number of smaller health care providers also called subparts. Individual health care providers are defined as a type 1 entity and are not composed of subparts.</p>

Question	Answer
<p>2. How many NPIs do I need to get?</p>	<p>The most straightforward way to do business with Idaho Medicaid is to apply for one NPI for each of your base Medicaid provider numbers. A Medicaid provider number has two parts. The first seven digits are your base provider number. The last two digits indicate the service location.</p> <p>If you have multiple base Idaho Medicaid provider numbers and you apply for only one NPI, you must submit the correct taxonomy code and zip+4 on each claim or your claim will be denied. (Pharmacy claims do not allow the submission of a taxonomy code or a zip+4 code.)</p> <p>Ultimately, the number of NPI(s) an organization applies for is the organization's decision. Individual providers/sole proprietors can only receive one NPI regardless of the number of Idaho Medicaid provider numbers they have.</p>
<p>Special Considerations for Pharmacy Providers</p>	
<p>1. How many NPIs does a Pharmacy Provider need to get?</p>	<p>The most straightforward way to do business with Idaho Medicaid is to APPLY FOR ONE (1) NPI FOR EACH CURRENT MEDICAID PROVIDER ID.</p> <p>For pharmacies that submit durable medical equipment (DME) claims, as well as drug claims, it may be helpful to know that federal regulations require Medicare DME suppliers to obtain an NPI for every practice location, regardless of how claims are submitted. The only exceptions are sole proprietor Medicare DME suppliers. (See link below) This same NPI can also be used to submit drug claims to Idaho Medicaid. Since the DME supply and pharmacy claims are two different transaction types the reporting and claims history would remain separate.</p> <p>http://www.cms.hhs.gov/NationalProvIdentStand/Downloads/Medsubparts01252006.pdf</p>

Question	Answer
<p>2. Why is it best to apply for one NPI for each current Medicaid Provider ID?</p>	<p>Each current Medicaid Provider ID is associated with one distinct pharmacy location. Beginning May 23, 2007 when an electronic pharmacy claim (NCPDP transaction¹) contains an NPI, a crosswalk will be performed to retrieve the Medicaid Provider ID that is associated with that NPI. If that NPI maps to a single Medicaid Provider ID, then that Medicaid Provider ID will be used to process the claim. If the NPI maps to multiple Medicaid Provider IDs there is no way to select the correct Medicaid ID for processing the claim because the NCPDP transaction contains no data to identify the pharmacy location.</p> <p>1 The National Council of Prescription Drug Claims (NCPDP) v5.1 electronic format is the HIPAA standard for prescription drugs supplied by retail pharmacies.</p>
<p>3. How will Idaho Medicaid know my Pharmacy Provider NPI?</p>	<p>Before an NPI can be successfully submitted on a claim the NPI must be registered with Idaho Medicaid. Part of this registration process includes linking the NPI to your current Medicaid Provider ID. A letter with registration instructions will be mailed to the 'pay to' address for each existing Medicaid Provider ID in late March. SAVE these letters as they will contain an important confirmation number that will be required to register each NPI.</p>
<p>4. What if our organization decides to have one NPI for the entire organization?</p>	<p>Since the NCPDP pharmacy claims standard has no place to enter taxonomy or zip+4, there will be no way to differentiate which service location the claim came from unless each service location has its own NPI. If one NPI is used by multiple Medicaid Provider IDs there is no way to select the correct Medicaid ID for processing the claim.</p>

Question	Answer
NPI and Taxonomy Codes	
1. What is a national Provider Taxonomy Code?	<p>A taxonomy code designates provider type and specialty. This is a standard national code. When you apply for your NPI you must select at least one taxonomy code.</p> <p>A list of the national taxonomy codes can be found at: http://www.wpc-edi.com/codes/taxonomy</p>
2. What taxonomy code should I use when I apply to NPPES for my NPI?	<p>A list of the national taxonomy codes can be found at: http://www.wpc-edi.com/codes/taxonomy</p>
3. Who will need to submit a taxonomy code on claims?	<p>If you have multiple Idaho Medicaid provider numbers and have applied for only one NPI, you must submit the correct national taxonomy code on each claim. We have mapped Idaho Medicaid existing type and specialty designations to national taxonomy codes. (This does not apply to pharmacy drug claims.)</p> <p>Providers who must submit a taxonomy code on their claims will be contacted before May 23, 2007 and informed of the taxonomy codes allowed for each of their Idaho Medicaid provider numbers.</p>

Question	Answer
<p>4. What if I must submit a taxonomy code, but my software does not support this change?</p>	<p>Work with your vendor to make sure your software is updated and ready for NPI implementation. The federal NPI implementation contingency guidance requires providers and health plans to be actively attempting to comply the with NPI regulations.</p> <p>You also may want to consider applying for one NPI for each current Idaho Medicaid provider number so that you will not need to send a taxonomy code on your claims.</p> <p>(Pharmacy drug claims will not require a taxonomy code.)</p>
<p>5. Who won't need to submit a taxonomy code on claims?</p>	<ul style="list-style-type: none"> ▪ If you have multiple Idaho Medicaid provider numbers and you applied for an NPI for each of these provider numbers, you do not need to submit a taxonomy code on each claim. ▪ Provider types that will not be required to use an NPI will also not be required to submit taxonomy codes on claims. The provider types not required to use an NPI for Idaho Medicaid are listed in the "Who Doesn't Need an NPI" category above. ▪ Pharmacy claims do not allow submission of a taxonomy code or a zip+4 code. <p>The most straightforward way to do business with Idaho Medicaid is to apply for one NPI for each of your base Medicaid provider numbers. A Medicaid provider number has two parts. The first seven digits are your base provider number. The last two digits indicate the service location.</p>
<p>6. Do I have to submit a taxonomy code when I register my NPI(s) with Idaho Medicaid?</p>	<p>No, taxonomy codes will not be required in the Idaho Medicaid registration process.</p>

Question	Answer
<p>7. Do I have to submit a taxonomy code on a paper claim?</p>	<p>No, taxonomy codes will not be submitted on Idaho Medicaid paper claims because paper claims must be submitted using the Idaho Medicaid provider number <i>not</i> the NPI.</p>
<p>NPI and Pharmacy Claims</p>	
<p>1. Can a pharmacy begin using their NPI in electronic pharmacy claims before May 23, 2007?</p>	<p>No, the claim will fail if an NPI is used in an electronic pharmacy claim prior to May 23, 2007.</p> <p>Before May 23, 2007 continue to submit your current Medicaid Provider ID and the Prescriber's state license number on pharmacy claims.</p> <p>The National Council of Prescription Drug Claims (NCPDP) v5.1 electronic format is the HIPAA standard for prescription drugs supplied by retail pharmacies. Since there is only a place for one identifier for billing Provider ID and Prescriber ID on an NCPDP claim, the Medicaid Provider number and Prescriber's state license number will continue to be used until the HIPAA deadline.</p>
<p>2. What if my software is not ready to submit an NPI by May 23, 2007?</p>	<p>On May 23, 2007, Idaho Medicaid will be ready to accept and process HIPAA-compliant NCPDP electronic claims that use an NPI to identify a billing provider. We strongly recommend that providers make good faith efforts to be ready to submit electronic pharmacy claims using their NPI by the federal compliance date of May 23, 2007.</p> <p>However, Idaho Medicaid will continue to accept and process electronic pharmacy claims that contain the Idaho Medicaid provider number for providers who show good faith efforts towards compliance and are not ready to send an NPI on a pharmacy claim by the compliance date.</p>

Question	Answer
3. Will the Prescriber's NPI be required in the electronic pharmacy transaction as of May 23, 2007?	The Prescriber's state license number, OR an NPI, will be accepted in the Prescriber ID field, since not all Prescribers are required to have an NPI. The correct qualifier must be submitted to identify the number as either a State License number or an NPI.
4. Will an NPI be required on Paper Pharmacy Claims submitted to Idaho Medicaid?	No, the pharmacy paper claim will remain exactly as it currently is. It will not be modified to accept NPI at this time.
Informing Idaho Medicaid about your NPI	
1. How do I share my NPI with Idaho Medicaid?	A self-service website has been developed for you to register your NPI at: https://npi.dhw.idaho.gov . We strongly recommend you register your NPI before May 23, 2007. Federal NPI Implementation contingency guidance requires providers to demonstrate progress towards compliance with the NPI regulations. One way providers can demonstrate their progress is by applying for and registering their NPI prior to May 23, 2007.
Sending the NPI on Electronic Transactions	
1. When will Idaho Medicaid begin using the NPI for healthcare transactions?	Idaho Medicaid will begin processing electronic claims using the NPI beginning May 23, 2007 . Until that time, the Idaho Medicaid provider number must continue to be submitted. Providers who intend to submit electronic claims with only the NPI on or after May 23, 2007, must have their NPI(s) registered with Idaho Medicaid prior to that date. Claims will be denied if the NPI submitted on the claim has not been registered and linked to an Idaho Medicaid number when the claim is submitted.

Question	Answer
<p>2. How will Idaho Medicaid know my NPI?</p>	<p>Before an NPI can be successfully submitted on an electronic claim the NPI must be registered with Idaho Medicaid. Part of this registration process includes linking the NPI to your current Medicaid Provider number. A letter with registration instructions was mailed to the 'Pay To' address of providers who must register their NPI. SAVE these letters as they contain an important confirmation number that is needed to register or update your registration information.</p>
<p>NPI and Paper Claims</p>	
<p>1. Will an NPI be required on paper claim forms submitted to Idaho Medicaid?</p>	<p>Providers who submit paper claims to Idaho Medicaid, including all versions of the CMS 1500 form, the UB 92, UB 04, the paper pharmacy claim form, and all accepted versions of the ADA dental claim form, must submit their Idaho Medicaid provider number with the correct qualifier. Paper claims that include only the NPI will be denied. This applies to claims submitted before and after May 23, 2007.</p>
<p>2. Where can I get information on the new CMS 1500 (08/05)?</p>	<p>This link will take you to additional information about the new CMS 1500 (08/05). The CMS 1500 link can be found at: www.healthandwelfare.idaho.gov under the Medicaid Provider information link on the right hand side of the web page.</p>
<p>PES Software</p>	
<p>1. Will the PES software be updated to support NPI?</p>	<p>Yes. A new CD will be mailed later this spring.</p>

Question	Answer
----------	--------

Resources for NPI Information

1. How can I get more NPI information?

To apply for your NPI go to <https://nppes.cms.hhs.gov/NPPES/Welcome.do>, or you can call (800) 465-3203 for a paper application.

To find out more about Idaho Medicaid and NPI go to www.healthandwelfare.idaho.gov under the Medicaid provider Information link on the right side of the page.

The NPI registration support team is ready to help you at: (866) 909-4148.

Training sessions are available monthly in your region. Dates and times will be posted in the monthly MedicAide newsletter.

Getting an NPI is free . . . not having one can be costly

Information provided by Idaho Medicaid is not intended to be used in place of information from the Federal Government and other organizations, but is designed to help providers understand what NPI is and how it may impact their business practices.