



Denti-Cal

California Medi-Cal Dental Program

Dear Applicant:

Thank you for your recent inquiry regarding participation in the Medi-Cal Dental Program (Denti-Cal). Please complete the enclosed Medi-Cal provider enrollment application package and return it to the Medi-Cal Dental Program, Provider Enrollment, P.O. Box 15609, Sacramento, California, 95852-0609.

Please read all the instructions included in the application package carefully and complete each item requested. Incomplete application packages will be returned.

PLEASE NOTE: Effective May 23, 2007, applicants and providers are required to submit their National Provider Identifier (NPI) with each Medi-Cal provider application package. Current Medi-Cal providers are required to submit both the NPI and any Medi-Cal provider numbers issued previously on any application forms submitted to the Denti-Cal Program. Applicants are required to attach a copy of the CMS/National Plan and Provider Enumeration System (NPPES) confirmation document for each NPI listed in the application package.

It is your responsibility to report to the Denti-Cal Program any modifications to information previously submitted within 35 days from the date of the change. Most changes may be reported on a *Medi-Cal Supplemental Changes* (DHS 6209, [3/07] – DHCS 6209, [7/07]) form. However, you must complete a new application package if you are reporting a change of ownership of 50 percent or more, a change of business address, or one of the other changes identified in Title 22, California Code of Regulations (CCR), Section 51000.30, subsections (a) through (b).

For more information about enrollment forms and the regulatory requirements for participation in the Denti-Cal Program, please visit our Web site at www.denti-cal.ca.gov and click on the "Provider Services" link, or if you have any questions, contact the Telephone Service Center at 1-800-423-0507.

Sincerely,

Denti-Cal
California Medi-Cal Dental Program
Provider Enrollment

Enclosures

INSTRUCTIONS FOR COMPLETION OF THE MEDI-CAL RENDERING PROVIDER APPLICATION/DISCLOSURE STATEMENT/AGREEMENT FOR PHYSICIAN/ALLIED/DENTAL PROVIDERS

DO NOT USE staples on this form or on any attachments.

DO NOT USE correction tape, white out, or highlighter pen or ink of a similar type on this form. If you must make corrections, please line through, date and initial in ink.

DO NOT LEAVE any question, boxes, lines, etc. blank. Enter N/A if not applicable to you.

This form is part of an application for enrollment or continued enrollment as a rendering provider in the Medi-Cal program. Applicants and providers must also provide additional information and documentation. Applicants and providers may be subject to an on-site inspection and to unannounced visits prior to enrollment or approval for continued enrollment in a program. Additional information can be found on the following Medi-Cal Website (www.medi-cal.ca.gov) by clicking the "Provider Enrollment" link.

Omission of any information on this form, or the failure to provide required documentation or sign any of these documents may result in denial of the application as provided in California Code of Regulations (CCR), Title 22, Section 51000.50.

To request consideration for Preferred Provider Status, check the box and include all required documentation pursuant to the Clinic-Based Provider Bulletin dated February 2004, which is available on the "Provider Enrollment Division" (PED) page of the Medi-Cal Website (www.medi-cal.ca.gov). Only those complete applications submitted with all qualifying documentation included will be processed with a preferred provider status.

Action requested (check all that apply). Enter the date you are completing the application.

"New rendering physician/allied/dental provider"—the applicant is not currently enrolled with the Medi-Cal program and would like to have a Medi-Cal provider number issued.

Provider Type: Check the appropriate provider type box for which you are applying to render services for the Medi-Cal program.

1. "Legal name"—enter the name listed with the Internal Revenue Service (IRS).
2. Enter the date of birth of the individual named in number 1.
3. Enter the gender of the individual named in number 1.
4. "Residence address"—enter the residence address of the individual listed in number 1.
5. Enter the social security number of the individual named in number 1. (This field is **optional**—see Privacy Statement on page 5)
6. Enter the driver's license or state-issued identification number and state of issuance of the individual named in number 1. Attach a legible copy to the application. The driver's license or state-issued identification number shall be issued within the 50 United States or the District of Columbia.
7. Enter the license certificate number, or other permit or approval to provide health care, of the applicant. Attach a legible copy of the license, certificate, permit, or approval. Enter the effective date of the license certificate number, or other permit or approval. Enter the expiration date of the license certificate number, or other permit or approval. If a physician or dentist, list the specialty(ies) and indicate if board-certified or board-eligible.
8. "Business address"—enter the actual business location including the street name and number, room or suite number or letter, city, county, state, and nine-digit ZIP code. A post office box or commercial box is not acceptable.
9. "Business telephone number"—enter the primary business telephone number used at the business address. A beeper number, cell phone, answering service, pager, facsimile machine, biller or billing service, or answering machine shall not be used as the primary business telephone.
10. "Contact person"—enter the name of the person who can be contacted regarding the application package.
11. "Contact telephone number"—enter the phone number of the contact person.
12. "Contact e-mail address"—enter the e-mail address of the contact person.
13. "Medi-Cal number of Group being joined"—enter the Medi-Cal number of the Medi-Cal Group Provider that the individual named in number 1 is joining.
14. "Proof of professional liability insurance"—enter the name of the insurance company, insurance policy number, date policy issued, expiration date of policy, insurance agent's name, telephone number of the insurance agent, fax number of the insurance agent and email address of the insurance agent. You must also attach a copy of your certificate of insurance to the application.

Disclosure Information

1. Check the appropriate boxes and provide the date of conviction if applicable.
2. Check the appropriate boxes and provide the date of final judgment if applicable.
3. Check the appropriate boxes and provide the date of settlement if applicable.
4. Check the appropriate box and list all Medi-Cal numbers, if appropriate, as well as the state(s) and name(s) applicant or provider used when participating in another state Medicaid program and all applicable provider numbers. If you cannot provide the numbers, please explain.
5. Check the appropriate box and, if applicable, provide the effective date(s) of suspension(s), date(s) of reinstatement, and Medi-Cal, Medicare and/or Medicaid provider number(s).
6. Check the appropriate box and, if applicable, list the state(s) where applicant's or provider's license, certificate, or other approval to provide health care was suspended or revoked and the effective dates of those actions. Attach the written confirmation that professional privileges have been restored.
7. Check the appropriate box and, if applicable, list the state(s) where the applicant's or provider's license, certificate, or other approval to provide health care was lost or surrendered while a disciplinary hearing was pending and the effective dates of those actions. Attach a written confirmation from the licensing authority that professional privileges have been restored.
8. Check the appropriate box and, if applicable, list the requested information.
9. List below fines/debts due and owing by applicant/provider to any federal, state, or local government that relate to Medicare, Medicaid, and all other federal and state health care programs that have not been paid and what arrangements have been made to fulfill the obligation(s). Submit copies of all documents pertaining to the arrangement(s) including terms and conditions. If not applicable, check N/A box.

Provider Agreement

Print name of the applicant signing the application. An original signature of the individual is required. Include the city, state, and the date where and when the application was signed.

- ✓ Remember to attach a legible copy of the following, if applicable:
- Driver's license or state-issued identification card
 - License certificate
 - Verification of reinstatement
 - Written confirmation from licensing authority that your professional privileges have been restored.
 - Copies of payment arrangement documents
 - Notary Public Certificate of acknowledgement
 - Certificate of insurance (malpractice)
 - Drug Enforcement Agency (DEA) certificate
 - Anesthesia Permit
 - Conscious Sedation Permit
 - National Provider Identifier verification (CMS/NPPES confirmation letter)



MEDI-CAL RENDERING PROVIDER APPLICATION/DISCLOSURE STATEMENT/AGREEMENT FOR PHYSICIAN/ALLIED/DENTAL PROVIDERS

Important:

- Read all instructions before completing the application.
- Type or print clearly, in ink.
- If you must make corrections, please line through, date, and initial in ink.
- For Medi-Cal return completed forms to: For Denti-Cal return completed forms to:

Department of Health Care Services
 Provider Enrollment Division
 MS 4704
 P.O. Box 997413
 Sacramento, CA 95899-7413
 (916) 323-1945

Department of Health Care Services
 Medi-Cal Dental Program
 Provider Enrollment Division
 P.O. Box 15609
 Sacramento, CA 95852-0609
 (800) 423-0507

FOR STATE USE ONLY

Preferred provider status requested pursuant to Welfare and Institutions Code Section 14043.26(c). All qualifying documentation and cover letter attached.

Do not use staples on this form or on any attachments.

Do not leave any questions, boxes, lines, etc. blank. Enter N/A if not applicable to you.

Enrollment action requested (check[✓] all that apply)	Date
<input type="checkbox"/> New rendering physician/allied/dental provider <input type="checkbox"/> National Provider Identifier	

Provider Type (check one)

<input type="checkbox"/> Audiologist	<input type="checkbox"/> Dentist	<input type="checkbox"/> Podiatrist	<input type="checkbox"/> Registered Dental Hygienist Alternative Practice
<input type="checkbox"/> Certified Nurse Midwife	<input type="checkbox"/> Optometrist	<input type="checkbox"/> Prosthetist	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Certified Registered Nurse Anesthetist	<input type="checkbox"/> Orthotist	<input type="checkbox"/> Psychologist	

1. Legal name of applicant	2. Date of birth	3. Gender
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4. Residence address (number, street)	City	State	Nine-digit ZIP code
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5. Social security number	6. Driver's license or state-issued identification number and state of issuance (attach a legible copy)		
7. Professional license/certified certificate/permit number (attach legible copy)	License effective date	License expiration date	List specialty(ies)—Physicians and dentists only
			Yes No Board-certified <input type="checkbox"/> <input type="checkbox"/> Board-eligible <input type="checkbox"/> <input type="checkbox"/>

8. Business address (office/hospital) (number, street)	City	County	State	Nine-digit ZIP code
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9. Business telephone number ()	10. Contact person's name	11. Contact person's telephone number ()	12. Contact person's email address
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13. Medi-Cal number of Group being Joined _____

14. Proof of Professional Liability Insurance—Applicant must attach a copy of their certificate of (malpractice) insurance to this application.

Name of Insurance company _____

Insurance policy number	Date policy issued (mm/dd/yyyy)	Expiration Date of policy (mm/dd/yyyy)
Insurance agent's name—(first)	(middle)	(last) (Jr., Sr., etc.)
Telephone number ()	Fax number ()	E-mail address

DISCLOSURE INFORMATION

Respond to the following questions:

1. **Within ten years of the date of this statement**, have you, the applicant/provider, been convicted of any felony or misdemeanor involving fraud or abuse in any government program? Yes No
 If yes, provide the date of the conviction (mm/dd/yyyy): _____
2. **Within ten years of the date of this statement**, have you, the applicant/provider, been found liable for fraud or abuse involving a government program in any civil proceeding? Yes No
 If yes, provide the date of final judgment (mm/dd/yyyy): _____
3. **Within ten years of the date of this statement**, have you, the applicant/provider, entered into a settlement in lieu of conviction for fraud or abuse involving a government program? Yes No
 If yes, provide the date of the settlement (mm/dd/yyyy): _____

4. Do you, the applicant/provider, currently participate or have you ever participated as a provider in the Medi-Cal program or in another state's Medicaid program? Yes No

If yes, provide the following information:

STATE	NAME(S) (LEGAL AND DBA)	PROVIDER NUMBER(S)

5. Have you, the applicant/provider, **ever** been suspended from a Medicare, Medicaid, or Medi-Cal program? Yes No

If yes, attach verification of reinstatement and provide the following information:

CHECK APPLICABLE PROGRAM	PROVIDER NUMBER(S)	EFFECTIVE DATE(S) OF SUSPENSION	DATE(S) OF REINSTATEMENT(S), AS APPLICABLE
<input type="checkbox"/> Medi-Cal <input type="checkbox"/> Medicaid <input type="checkbox"/> Medicare			
<input type="checkbox"/> Medi-Cal <input type="checkbox"/> Medicaid <input type="checkbox"/> Medicare			

6. Has the individual license, certificate, or other approval to provide health care of the applicant/provider **ever** been suspended or revoked? Yes No

If yes, attach a copy of the written confirmation from the licensing authority that your professional privileges have been restored and provide the following information:

WHERE ACTION(S) WAS TAKEN	ACTION(S) TAKEN	EFFECTIVE DATE(S) OF LICENSING AUTHORITY'S ACTION(S)

7. Have you, the applicant/provider, **ever** lost or surrendered your license, certificate, or other approval to provide health care while a disciplinary hearing was pending? Yes No

If yes, attach a copy of the written confirmation from the licensing authority that your professional privileges have been restored and provide the following information:

WHERE ACTION(S) WAS TAKEN	ACTION(S) TAKEN	EFFECTIVE DATE(S) OF LICENSING AUTHORITY'S ACTION(S)

8. Has the license, certificate, or other approval to provide health care of the applicant/provider **ever** been disciplined by any licensing authority? Yes No

WHERE ACTION(S) WAS TAKEN	ACTION(S) TAKEN	EFFECTIVE DATE(S) OF LICENSING AUTHORITY'S ACTION(S)

9. List below fines/debts due and owing by applicant/provider to any federal, state, or local government that relate to Medicare, Medicaid and **all** other federal and state health care programs that have not been paid and what arrangements have been made to fulfill the obligation(s). **Submit copies of all documents** pertaining to the arrangements including terms and conditions. See California Code of Regulations (CCR), Title 22, Section 51000.50(a)(6). N/A

FINE/DEBT	AGENCY	DATE ISSUED	DATE TO BE PAID IN FULL
\$			
\$			

PROVIDER AGREEMENT

I declare under penalty of perjury under the laws of the State of California that the foregoing information and the information on all attachments is true, accurate, and complete to the best of my knowledge and belief.

I understand that the failure to disclose the required information, or the disclosure of false information, shall, prior to any hearing, result in the denial of the application for enrollment or shall be grounds for termination of enrollment status and suspension from the Medi-Cal program, which shall include deactivation of all provider numbers used to obtain reimbursement from the Medi-Cal program. I understand that I must report changes in the foregoing information within 35 days to the Department of Health Care Services ("DHCS"), Provider Enrollment Division.

I hereby further declare that I will abide by all Medi-Cal laws and regulations and the Medi-Cal program policies and procedures as published in the Medi-Cal Provider Manual, including the requirements for record keeping and the disclosure of information. I understand that compliance with all Medi-Cal laws and regulations is a condition for participation as a provider in the Medi-Cal program.

I agree to make available, during regular business hours, all pertinent financial records, all records of the requisite insurance coverage, and all records concerning the provision of health care services to Medi-Cal beneficiaries to any duly authorized representative of DHCS, the California Attorney General's Medi-Cal Fraud Unit ("AG"), and the Secretary of the United States Centers for Medicare and Medicaid Services. I further agree to provide if requested by any of the above, copies of the records and documentation, and that failure to comply with any request to examine or receive copies of such records shall be grounds for immediate suspension of Applicant/Provider from participation in the Medi-Cal program. Applicant/Provider will be reimbursed for reasonable copy costs as determined by DHCS or AG.

I also agree that DHCS and/or AG may make unannounced visits to Applicant/Provider, at any of Applicant's/Provider's business locations, before, during or after enrollment, for the purpose of determining whether enrollment, continued enrollment, or certification is warranted, to investigate and prosecute fraud against the Medi-Cal program, to investigate complaints of abuse and neglect of patients in health care facilities receiving payment under the Medi-Cal program, and/or as necessary for the administration of the Medi-Cal program and/or the fulfillment of the AG's powers and duties under Government Code Section 12528. Premises subject to inspection include billing agents, as defined in Welfare and Institutions Code Section 14040.1. Failure to permit inspection by DHCS or AG, or any agent, investigator or auditor thereof, shall be grounds for immediate suspension of Applicant/Provider from participation in the Medi-Cal program.

Printed legal name of applicant (last) (first) (middle)

Original signature of applicant

Executed at: _____, _____ on _____
(City) (State) (Date)

Notary Public:

Applicants and providers licensed pursuant to Division 2 (commencing with Section 500) of the Business and Professions Code, the Osteopathic Initiative Act, or the Chiropractic Initiative Act **ARE NOT REQUIRED** to have this form notarized. If notarization is required, the Certificate of Acknowledgement signed by the Notary Public must be in the form specified in Section 1189 of the Civil Code.

Privacy Statement (Civil Code Section 1798 et seq.)

All information requested on the application is mandatory with the exception of the social security number for any person other than the person or entity for whom an IRS Form 1099 must be provided by the Department pursuant to 26 USC 6041. This information is required by the Department of Health Care Services, Provider Enrollment Division, by the authority of Welfare and Institutions Code, Section 14043.2(a) and Title 22, California Code of Regulations, Section 51536. The consequences of not supplying the mandatory information requested are denial of enrollment as a Medi-Cal provider and issuance of the Medi-Cal provider number or denial of continued enrollment as a provider and deactivation of all Medi-Cal provider numbers used by the provider to obtain reimbursement from the Medi-Cal program. Any information may also be provided to the State Controller's Office, the California Department of Justice, the Department of Consumer Affairs, the Department of Corporations, or other state or local agencies as appropriate, fiscal intermediaries, managed care plans, the Federal Bureau of Investigation, the Internal Revenue Service, Medicare Fiscal Intermediaries, Centers for Medicare and Medicaid Services, Office of the Inspector General, Medicaid, and licensing programs in other states. For more information or access to records containing your personal information maintained by this agency, contact the Provider Enrollment Division at (916) 323-1945, or contact Denti-Cal at (800) 423-0507.