

Denti-Cal Bulletin



VOLUME 23, NUMBER 4

P.O. BOX 15609 SACRAMENTO, CALIFORNIA 95852-0609

FEBRUARY 2007

HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT (HIPAA)

NATIONAL PROVIDER IDENTIFIER (NPI) UPDATE: Register Your NPI with Denti-Cal!

*After receiving NPI(s) from the National Plan Identifier Enumerator, Denti-Cal billing and rendering providers must **register their NPI(s) with Denti-Cal using the attached NPI Registration Form (DHS 6218)**. Please follow these simple instructions when completing the NPI Registration Form:*

- ◆ A separate NPI registration form is required for each existing Denti-Cal provider number.
- ◆ Complete all required information where an asterisk (*) is displayed. *Incomplete registration forms will be returned if required information is not completed.*
- ◆ Do not complete the Medicare NPI Information and the Non-Physician Medical Practitioner Information sections of this form. *These sections do not apply to Denti-Cal providers.*
- ◆ The National Plan and Provider Enumeration System (NPPES) confirmation form must be attached to the registration form. *The registration form will be returned if the NPPES confirmation form is not attached.*
- ◆ Mail the completed registration form to the Denti-Cal address located at the bottom of the form.

Providers may also request an application be mailed by calling the Denti-Cal Telephone Service Center at (800) 423-0507 or access the NPI Registration Form on the Denti-Cal Web site at <http://www.denti-cal.ca.gov>.

For additional information regarding NPI, please refer to Denti-Cal Bulletin Volume 23, Number 1 (enclosed); visit the Denti-Cal Web site (<http://www.denti-cal.ca.gov>), or call the Denti-Cal Telephone Service Center at (800) 423-0507.



National Provider Identifier Registration Form

This form is being used to register your National Provider Identifier (NPI) with the California Department of Health Services Provider Enrollment Branch (PEB), Medi-Cal Dental Program (Denti-Cal), and Child Health and Disability Prevention Program (CHDP). All areas with an asterisk (*) are required. If you have any questions or need assistance with this form, please call the applicable NPI Helpdesk:

Medi-Cal -- 1-800-541-5555

Denti-Cal -- 1-800-423-0507

NOTE: A separate NPI registration form is required for each existing Provider number.

This form is being submitted for:		<input type="checkbox"/> New NPI Registration	<input type="checkbox"/> Update to previously submitted information
*Medi-Cal, Denti-Cal, or CHDP Provider Number	*Provider Name	*NPI (attach a copy of the CMS/NPPES NPI confirmation letter to this form)	
*PLEASE PROVIDE one of the following for Medi-Cal, Denti-Cal or CHDP:			
Provider Identification Number (PIN)	OR	Last 4 digits of Taxpayer Identification Number (TIN)	OR
			Last 4 digits of Social Security Number (SSN)

Note: This section does NOT apply to Denti-Cal providers.

Are you replacing multiple Medi-Cal and/or CHDP provider numbers with one (1) NPI?

☐ Yes ☐ No

IF YES, Do you want the data associated with this **Medi-Cal** provider number to be assigned to your NPI?

☐ Yes ☐ No

Do you want the data associated with this **CHDP** provider number to be assigned to your NPI?

☐ Yes ☐ No

Providers who choose to replace multiple Medi-Cal and CHDP provider numbers with one NPI **must designate which Medi-Cal provider number will be the source of the various addresses, accounts and PINs that will be associated with the new NPI number.** If a primary Medi-Cal or CHDP provider number is not specified for the new NPI, then the first Medi-Cal provider number on file will be replaced with the new NPI, by default, and be used to determine which addresses, accounts and PINs will be associated with that NPI.

MEDICARE NPI INFORMATION –

Please enter your Medicare NPI for this Medi-Cal number. Enter any additional Medicare NPIs for this Medi-Cal number on the reverse side of this form.

NPI	NPI
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NON-PHYSICIAN MEDICAL PRACTITIONER (NMP) NPI INFORMATION – Please enter the License Number and corresponding NPI for each NMP you provided in the original application to CMS/NPPES, if applicable. Enter any additional NMP License Numbers and NPI on the reverse side of this form.

NMP License Number	NMP NPI	NMP License Number	NMP NPI
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Some Medi-Cal, Denti-Cal and CHDP provider agreements will need to be updated with this NPI information. A complete list of these forms is on the reverse side of this form.

NOTE: If you choose not to update your existing agreements under your Medi-Cal, Denti-Cal or CHDP provider number with the NPI you are submitting, these agreements will expire May 23, 2007.

***I authorize Medi-Cal, Denti-Cal or CHDP to update the agreements I have on file with my NPI information:**

☐ **I agree**

☐ **I do not agree** and understand that, as a result of not authorizing this update, access to any electronic service provided by the Medi-Cal program; including, but not limited to, electronic claims submission (CMC), Point of Service (POS) transactions, Eligibility Inquiries, Medi-Cal website transactions, etc., will be terminated until a new hard-copy agreement is submitted using the new NPI.

CONTACT INFORMATION FOR FOLLOW-UP – Please Print

*First name	*Last name
*Contact Phone Number ()	*Mailing Address for confirmation of processed NPI (Street, City, State, Zip)

I declare under penalty of perjury under the laws of the State of California that the foregoing information in this document and in the attachments are true, accurate, and complete to the best of my knowledge and belief. I declare that I have the authority to legally bind the provider.

*Print name and title of authorized representative or Provider

* Authorized representative or Provider signature	*Date
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Return completed form to:

Medi-Cal/CHDP

California Department of Health Services
PRO - NPI Help Desk
Medi-Cal Fiscal Intermediary
PO Box 13811
Sacramento, CA 95853-9946

Denti-Cal

California Department of Health Services
Medi-Cal Dental Program
Provider Enrollment
PO Box 15609
Sacramento, CA 95852-0609

Agreement Update Information on reverse side.

National Provider Identifier Registration Form

AGREEMENT UPDATE INFORMATION

The following is a list of agreements that you may have submitted and are on file that will need to be updated with your NPI:

- Billing Intermediary Registration Form (Denti-Cal Form)
- California Children's Services (CCS) Program Individual Provider Application for Paneling Physicians and Podiatrists (DHS 4514)
- California Children's Services (CCS) Program Individual Provider Application for Paneling Allied Health Care Professionals (DHS 4515)
- CHDP Telecommunications Provider and Biller Application/Agreement (DHS 4431)
- Direct Deposit Enrollment Form (Denti-Cal Form)
- EFT Enrollment Authorization
- Electronic Health Care Claim Payment/Advice Receiver Agreement (ANSI ASC X12N 835 Transaction)
- Medi-Cal Dental Telecommunications Providers and Biller Application/Agreement (Denti-Cal Form)
- Medi-Cal Eligibility Verification Enrollment Form
- Medi-Cal Telecommunications Provider and Biller Application/Agreement (DHS 6153)
- Medi-Cal Point of Service (POS) Network/Internet Agreement
- Medi-Cal Hardcopy Biller Application Agreement
- OPT OUT Enrollment Form
- OPT OUT Cancellation Form
- OPT OUT Change of Email Address Form
- Pay to Address Change Notification
- Point of Service (POS) Device Usage Agreement
- Provider Billing Intermediary Notification Form (Denti-Cal Form)
- Provider: Medi-Cal Hardcopy Biller Notification Form
- Qualified Provider Application for Presumptive Eligibility Participation and Presumptive Eligibility Qualified Provider Responsibilities and Agreement (MC 311)

NOTE: If you choose not to update your existing agreements under your Medi-Cal, Denti-Cal or CHDP provider number with the NPI you are submitting, these agreements will expire May 23, 2007.

PROVIDER TAXONOMY CODE INFORMATION – Please enter each Taxonomy Code you provided in the original application to CMS/NPPES to obtain this NPI. Please attach a separate sheet for additional taxonomy codes.

Taxonomy Code	Taxonomy Code	Taxonomy Code
Taxonomy Code	Taxonomy Code	Taxonomy Code
Taxonomy Code	Taxonomy Code	Taxonomy Code
Taxonomy Code	Taxonomy Code	Taxonomy Code

ADDITIONAL MEDICARE NPI INFORMATION (Please attach a separate sheet for additional Medicare NPIs.)

NPI	NPI
NPI	NPI

ADDITIONAL NON-PHYSICIAN MEDICAL PRACTITIONER (NMP) NPI INFORMATION (Please attach a separate sheet for additional NMP NPIs.)

NMP License Number	NMP NPI	NMP License Number	NMP NPI
NMP License Number	NMP NPI	NMP License Number	NMP NPI

A separate NPI registration form is required for each existing Provider number.

For Department Use Only
 Input Date _____
 Initials _____
 QM Initials _____

Denti-Cal Bulletin



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JANUARY 2007

HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT (HIPAA) National Provider Identifier (NPI) Update

NOW is the time to act!

***Providers who do not apply for an NPI with NPPES by January 31, 2007
put themselves at serious risk of possible claim processing and payment delays.***

The NPI is NOT Just a Number

The NPI is a 10-digit number used to identify you to your health care partners. It will replace all provider numbers *including* your Denti-Cal billing and rendering provider numbers currently in use.

There are two entity types recognized by the National Provider Identifier Enumerator:

- ◆ Entity Type 1: Individual health care providers, including dentists and hygienists, and non-incorporated sole proprietors
- ◆ Entity Type 2: Health care providers who are organizations, including dental practices, and/or individual, incorporated dental practices.

Who Will Need an NPI?

Effective May 23, 2007, Denti-Cal providers must obtain, register, and use an NPI if they:

- ◆ Submit claims electronically and verify eligibility via the Point of Service (POS) Device or the Internet
- ◆ Submit paper claims and verify eligibility via the Point of Service (POS) Device or the Internet
- ◆ Are enrolling for the first time in the Denti-Cal Program
- ◆ Are rendering providers who work for a billing provider who submits claims electronically

Note: Enrolled providers must continue to use their current Denti-Cal provider number until May 23, 2007.

The NPI Requires a Transition Period

While the NPI might be perceived as a simple new identifier which is easy to obtain and use, the reality is that the process to make it all work is much more complex. Planning and transitioning to the new NPI involves several internal and external steps, all of which directly affect the processing and payment of claims to providers.

Providers, health plans, and clearinghouses need time to successfully implement all internal and external process steps. These steps include assessing the impact of NPI in all internal systems, making system changes to accommodate the NPI, obtaining and collecting NPIs, creating NPI-to-legacy ID crosswalks, testing NPIs in transactions, phasing out old proprietary identifiers on electronic transactions and some paper transactions, and fully using the NPI as the *only* provider identifier from inception and into the future.

Providers Must Obtain Their NPIs Early Enough To Make This Transition Work and Avoid Processing Delays!

Providers must apply and obtain their NPI well in advance of the compliance date. Providers who do not complete this step by *January 31, 2007* put themselves at serious risk of not being able to complete the NPI transition with all their health plans and clearinghouses and, ultimately, be exposed to possible claim processing and payment delays.

To Apply For and Obtain an NPI:

Online – visit the official CMS Enumeration site: <https://NPPES.cms.hhs.gov>

**Phone – the National Provider Identifier Enumerator Call Center (800) 465-3203
or (800) 692-2326 (TTY)**

By Mail – write to NPI Enumerator, P.O. Box 6059, Fargo, ND 58108-6059

NPI Applies to More Than Just Claims and Claim Payment Transactions

Effective May 23, 2007, the NPI will be required for use in *all* applicable HIPAA transactions:

- 1) health care claims
- 2) claim payment/remittance advice
- 3) coordination of benefits
- 4) eligibility inquiry/response
- 5) claim status inquiry/response
- 6) referrals
- 7) enrollment

Subpart

The Federal Register, 45 CFR, Part 162, NPI Final Rule, refers to separate physical locations as “subparts” of an organizational health care provider. Providers who receive one NPI rather than subpart, may experience delays in the return of payments, Explanation of Benefits (EOBs), Resubmission Turnaround Documents (RTDs), and Notice of Authorizations (NOAs). Therefore, Denti-Cal encourages qualifying providers to subpart. Please contact the National Provider Identifier Enumerator for more information regarding the subpart process.

Electronic Claims Submission

In conjunction with the deadline to accept an NPI, providers who submit claims electronically will need to use the 4010A1 version of the 837 claim transaction by May 23, 2007. Denti-Cal can assist clearinghouses and practice management vendors in converting to the new claim format. For more information on conversion to the 4010A1 format, please call your software vendor, clearinghouse, or Denti-Cal Telephone Service Center at (800) 423-0507, or (916) 853-7373 and ask for EDI Support. Requests may also be sent by e-mail to: denti-caledi@delta.org.

Please Always Remember:

- ◆ *The NPI is yours:* It doesn't belong to a health plan or your employer. It is assigned to you for life.
- ◆ *The NPI is unique:* It serves to identify you uniquely across the country with one single ID, regardless of your type of practice or your location.
- ◆ *The NPI will become the only identifier:* With HIPAA transactions, it alone will be the permitted identifier.
- ◆ *You must share your NPI:* Other entities will need to know your NPI in order to conduct business with you. Providers must register their NPI(s) with Denti-Cal.
- ◆ *You must use your NPI with all health plans:* Medi-Cal, Medicare, Medicaid, and all private health plans are required by HIPAA to receive/submit the NPI as the *only* provider identifier in electronic transactions.
- ◆ *You must take care of your NPI:* Changes to any of the required information furnished during the NPI application process will need to be reported to the NPI Enumerator within 30 days of the change.

NPI Registration

For information on how to register your NPI with Denti-Cal, please refer to Denti-Cal Bulletin Volume 23, Number 2, visit the Denti-Cal Web site (<http://www.denti-cal.ca.gov>), or call Denti-Cal's Telephone Service Center at (800) 423-0507.

Providers must continue utilizing their existing Denti-Cal provider numbers until further notice.

Current Dental Terminology (CDT)

CDT continues to be delayed pending the final approval of Manual of Criteria (MOC) regulations via the State legislative process.

CDT codes will not be accepted by Denti-Cal at this time. Any claim service line (CSL) submitted with a CDT procedure code, an invalid procedure code, or a blank procedure code field will be denied.