



# THE NPI TIMES

Keeping you up-to-date on National Provider Identifier (NPI) issues at Blue Cross and Blue Shield of Oklahoma (BCBSOK)

## CMS-1500 Refresher - Entering Dual Identifiers

We have heard that there is a need for clarification on how to populate the dual-identifier fields on the CMS-1500 form. As of this month, the start of the NPI Required phase, dual-identifiers may be required in Fields 17, 24, 32 and 33. By using the information below, you will ensure that your claims are processed without delay!

CMS-1500 Form Field	Description
17a	BCBSOK provider number of the referring, ordering, or supervising provider,* and appropriate qualifier in the field to the immediate right of 17a.
17b	NPI number of referring, ordering, or supervising provider.*
24i	Appropriate qualifier (1B – Blue Shield) in the shaded area. ("NPI" qualifier is already indicated in the unshaded area.)
24j (Shaded Area)	Rendering Provider ID Number
24j (Non-Shaded Area)	NPI number of Rendering Provider
32a	NPI number of service facility location
32b	Appropriate qualifier, such as 1B for Blue Shield provider number, immediately followed by the service facility location's BCBSOK provider number. (Do not use any type of separator between the qualifier and the provider number.)
33a	NPI number of billing provider (NOTE: You may enter "SAME" if this information is the same as field 32a.)
33b	Appropriate qualifier, immediately followed by the billing provider's BCBSOK provider number (NOTE: You may enter "SAME" if this information is the same as field 32b.)

\*If not applicable, write "None" or "Self-referred."

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For further information on completing the CMS-1500 (version 08/05) claim form, visit the provider section of our Web site at [www.bcbsok.com](http://www.bcbsok.com). There you will find a printable How to Guide and online tutorial for completing the CMS-1500 (08/05).

## Dual identifier use on the UB-04

As you are aware, CMS posted a statement on their Web site in October announcing that, beginning this month, they will be rejecting all institutional provider claims that are submitted without NPIs. BCBSOK's NPI Required phase follows soon after this national deadline; therefore, it is even more important for all providers to share their NPI if they haven't done so already, and to begin using dual identifiers (NPI and BCBSOK provider number) on claims without delay. Use of dual identifiers on claims will help you to test your NPI and prepare yourself for submission of NPI-only claims in the spring of 2008.

Here are some quick tips for our institutional providers who submit paper claims using the UB-04:

- Locator 56 is for the facility's NPI.
- Locator 57, "Other ID," is for the current provider number (such as BCBSOK provider number).
- Locator 76 is for the attending physician's NPI (the current provider number goes in field to the right of the NPI).
- Locator 77 is for the operating physician's NPI (the current provider number goes in field to the right of the NPI).
- Locators 78 and 79 are for NPIs of other provider types (the current provider number goes in field to the right of the NPI).

Additionally, please note that the Federal Tax Identification Number is required in the "Federal Tax ID" field, locator # 5. For more information on the UB-04 claim form, visit the National Uniform Billing Committee (NUBC) Web site at [www.nubc.org](http://www.nubc.org).

### Are you ready to submit NPI-only claims?

Reminder! Providers who are submitting paper claims were notified in our October NPI Times that, as of December 1, 2007, they were approved to begin submitting NPI-only claims to BCBSOK, as long as they have already shared their NPI with us.

### NPI—Tip of the month

Ensure that BCBSOK has **accurate and up-to-date provider demographic information for you** to better facilitate the loading of your NPI(s). You may search the provider directory on our Web site to verify we have your correct information. If changes are required, call your Provider representative or Health Industry Relations at 1-800-722-3730 or e-mail [hir@hpsc.net](mailto:hir@hpsc.net).

## NPI Webinar Results

On Nov. 29 and 30, 2007, BCBSOK hosted two successful NPI Webinars. The sessions provided BCBSOK the opportunity to inform health care providers and their office staff of our transition plan status as we move toward an NPI Only environment. Also, the session gave providers the opportunity to address questions to our panel of experts in a question and answer forum at the conclusion of the Webinar. We would like to thank all who participated, asked questions and took the time to complete our satisfaction survey.

If you missed the opportunity to join us, here is a summary of provider satisfaction survey results:

91% of the participants were either Very Satisfied or Satisfied with the Knowledge and professionalism of our panel of experts.\*

**You Said:** Good and easy format to follow for the presentation. \*\*

93% of the participants were either Very Satisfied or Satisfied with the usefulness of the information.\*

**You Said:** The Webinar is great and it's great that there are experts on the call to answer questions. \*\*

93% of the participants were either Very Satisfied or Satisfied with the overall quality of the event.\*

**You Said:** Allow participants enough time to unmute their phones to ask a question. \*\*

### Other Comments From You:

I would like the ability to just listen to any Webinar you presented on my own time. I could then e-mail Blue Cross if I had any questions. \*\*

I did appreciate the Web site tour and plan on using the Web site more often than I have in the past. \*\*

*\*Percentages are an average of all tallied results.*

*\*\* Quotes taken from written comments.*

# NPI Eligibility and Usage Requirements

**A Covered Health Care Provider** is a provider of medical or health services and any other person who furnishes, bills, or is paid for health care in the normal course of business. As a covered health care provider, you are eligible for an NPI. According to the CMS Final Rule:

**All health care providers** who meet our definition of “health care provider” at § 160.103, regardless of whether they conduct transactions electronically or on paper or conduct any covered transactions will be **eligible** to apply for health care provider identifiers. We define “covered health care provider” at § 162.402. Subparts of organization health care providers, as described earlier in this section, may be assigned NPIs. Registered nurses, dental hygienists, and technicians are examples of entities who furnish health care but who do not necessarily conduct covered transactions. They are **eligible** to receive NPIs because they are health care providers.

**A Covered Entity** is defined as a health plan, a health care clearinghouse, or a health care provider who transmits any health information in electronic form in connection with a HIPAA-covered transaction (see column at right for a listing of types of information transmissions that are defined as transactions). Per the regulation, providers who submit claims are required to obtain an NPI and disclose it to any entity who requests it for use in HIPAA standard transactions. CMS provides the following site as a tool for further clarification: <https://www.cms.hhs.gov/HIPAAgenInfo/Downloads/CoveredEntitycharts.pdf>.

**Transaction** means the transmission of information between two parties to carry out financial or administrative activities related to health care. In addition to health care claims or equivalent encounter information, you should be aware that transactions also include the following types of information transmissions:

- Health care payment and remittance advice
- Coordination of benefits
- Health care claim status
- Enrollment and disenrollment in a health plan
- Benefit eligibility / coverage with a health plan
- Health plan premium payments
- Referral clarification and authorization
- First report of injury
- Health claims attachments

Some health plans, including Medicare and BCBSOK, are requiring health care providers to use their NPI(s) on paper claims. Given the above definitions, BCBSOK is acting in accordance with the regulation.



## Resources

Additional information regarding NPI can be found on the following Web sites:

- Centers for Medicare and Medicaid Services (CMS): [www.cms.hhs.gov/NationalProviderStand/](http://www.cms.hhs.gov/NationalProviderStand/).
- National Plan and Provider Enumeration System (NPPES): [www.nppes.cms.hhs.gov](http://www.nppes.cms.hhs.gov).
- Blue Cross and Blue Shield Association Web site at [www.bcbs.com/npi](http://www.bcbs.com/npi) for audio and video NPI Web cast sessions.
- BCBSOK Web site at [www.bcbsok.com/providers.html](http://www.bcbsok.com/providers.html). Click on National Provider Identifier for updated information, Frequently Asked Questions, an NPI Glossary and more!

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## Have a Question?

**If you have any questions on NPI or the application process, contact:**

- NPI Enumerator Call Center at **1-800-465-3203**; or
- Send an e-mail to: [customerservice@npienumerator.com](mailto:customerservice@npienumerator.com)

**If you have any questions on how BCBSOK is implementing NPI:**

- Call Health Industry Relations at **1-800-722-3730**; or
- Send an e-mail to [npi@bcbsok.com](mailto:npi@bcbsok.com); or
- Contact your provider representative who can support you through the entire NPI process.