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NURSING FACILITY TRANSMITTAL LETTER (NFTL) 06-08

DATE: August 18, 2006

TO: Administrators of Nursing Facilities
Directors of County Departments of Job and Family Services

FROM: Barbara E. Riley, Director

SUBJECT: **National Provider Identifier (NPI) Implementation**

PLEASE ROUTE THIS LETTER TO YOUR:

- Billing Departments
 - Systems/Information Technology Departments
 - Billing Software Vendors
 - Billing Associates
 - Trading Partners
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According to federal regulation 45 CFR § 162.404, all eligible health care providers are required to obtain a ten-digit National Provider Identifier (NPI) number from the National Plan and Provider Enumeration System (NPPES). **Effective May 23, 2007, all claims submitted to the Ohio Department of Job and Family Services (ODJFS) for nursing facility (NF) services must use the NPI.**

It is very important to understand that the NPI will affect Medicaid billing and reimbursement. This transmittal letter contains information regarding NPI enumeration and reporting in order to ensure successful Medicaid billing and reimbursement. It also includes specific information for nursing facilities that use the NPI on claims submitted prior to May 23, 2007.

NPI Enumeration

Currently, Medicaid NF providers are identified by unique Medicaid provider numbers that are tied directly to specific reimbursement rates for each NF. ODJFS will continue to assign seven-digit Medicaid provider numbers to NFs upon their enrollment in Medicaid. Effective May 23, 2007, NPI numbers will replace the Medicaid provider numbers used in HIPAA related transactions, and Medicaid reimbursement rates will be tied directly to the NPI number, NOT the Medicaid provider number. For this reason, **a separate NPI number is required for each NF**, whether or not it is part of a chain that operates multiple NFs.

Steps You Must Take

Although the NPI is not required for electronic claims submission until May 23, 2007, **in order to ensure that your Medicaid payment continues without interruption**, we request that you do the following:

- A. Obtain an NPI number from NPPES **before November 1, 2006**;
- B. Report it via e-mail to ODJFS; and
- C. Report it when submitting electronic claims to ODJFS via the 837I.

A. Obtain an NPI number

To learn more about the NPI and **to obtain a NPI number**, please contact NPPES at <http://nppes.cms.hhs.gov>, or by phone at 1-800-465-3203 (1-800-692-2326 (TTY)). When applying for an NPI number, be sure to reference your Medicare and Medicaid numbers in Section 3C: *Other Provider Identification Numbers* on the NPI Application/Update Form.

B. Report NPI to ODJFS

To ensure successful Medicaid billing and reimbursement, you must report your NPI number to ODJFS. To do so, forward the e-mail notice that you received from the NPI Enumerator that shows your assigned NPI number to nf_npi@odjfs.state.oh.us. Include “*NPI Reporting*,” and the name and seven-digit Medicaid number of the nursing facility to which the NPI is assigned, in the forwarding subject line. If you received a paper notice from the NPI Enumerator, please scan the notice and send it as an attachment to this same email address.

C. Report NPI in Electronic Claims Submissions

Since January 1, 2006, ODJFS has accepted the NPI on electronic claims if those claims also include the Medicaid provider number.

The NM1 Segment Usage:

- When submitting electronic claims via the 837I using both the NPI and the Medicaid provider number, use the qualifier **XX** in the primary identification qualifier location **NM108**, and use the NPI number in the primary identification location **NM109**.

The REF01 Segment will be used twice:

- For the first occurrence of the REF01 segment, continue to use your Medicaid provider number with the 1D qualifier in the secondary identification qualifier location **REF01**, and the Medicaid provider number in the secondary identification location **REF02**.
- For the second occurrence of the REF01 segment, use your Social Security Number (SSN) or Employer Identification Number (EIN) with SY or EI in the secondary identification qualifier location **REF01**, and the EIN or SSN in the secondary identification location **REF02**.

Loop Occurrences:

- If you submit Loop 2010AA, *Billing Provider Information*, **report the NPI, SSN or EIN, and the Medicaid provider number in this loop.**
- If you submit both Loop 2010AA, *Billing Provider Information*, and Loop 2010AB, *Pay to Provider Information*, and **the billing and pay to provider are the same**, **report the same NPI, SSN or EIN, and the Medicaid provider number in both loops.**
- If you submit both Loop 2010AA, *Billing Provider Information*, and Loop 2010AB, *Pay to Provider Information*, and **the billing and pay to provider are different**, **submit the NPI, SSN or EIN, and the Medicaid provider number of the provider to be paid in Loop 2010AB, *Pay to Provider*.**

Coinsurance Claims :

- The NPI number that is submitted on coinsurance claims that automatically cross over to ODJFS is the NPI of the provider that will be paid by ODJFS.

Resources

For questions about the assignment of NPI numbers relating to Ohio Medicaid nursing facilities, please send e-mail to nf_npi@odjfs.state.oh.us and include “*NPI Assignment Question*” in the e-mail subject line, or call the Bureau of Long Term Care Facilities, Facility Contracting Section, Provider Enrollment Unit at (614) 466-9088.

For questions about billing with the NPI, please send e-mail to nf_npi@odjfs.state.oh.us and include “*NPI Billing Question*” in the e-mail subject line.

Thank you for your attention to this matter. With your cooperation, we anticipate a successful transition to NPI.