



## MEMORANDUM

TO: All Providers  
FROM: EDS and DHHS  
DATE: March 2007  
SUBJECT: Implementation of the NPI (National Provider Identifier)

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The NH Department of Health and Human Services (DHHS) and Electronic Data Systems (EDS) are working diligently to address the need for compliance with the implementation of the National Provider Identifier on May 23, 2007.

DHHS and EDS acknowledge that not all providers may be ready by the May 23, 2007 compliance date and, despite all efforts undertaken, it is likely that DHHS' claims processing system run by EDS may not be ready to completely cut-over to processing with the National Provider Identifier (NPI) by the compliance date. Given the significance of this transition, we must execute an interim **Contingency Plan** to ensure that providers can continue, without interruption, to submit claims and other electronic transactions and that the EDS run claims processing system is able to process those transactions and issue the appropriate response to providers.

The Contingency Plan **requires all providers and/or their agents** submitting transactions to EDS to do the following in order to prevent an interruption in services:

- 1. All Providers must continue to submit their NH Title XIX (Healthy Kids-Gold/Medicaid) Provider Identification number on electronically submitted claims in order for claims to be paid through NH Title XIX past May 23, 2007. This Identifier is the eight-digit number, assigned to providers by EDS.**
- 2. All Providers submitting paper claim forms must continue to use the current CMS 1500 and UB92 Claim forms and defer switching to NPI-compliant CMS 1500(08/05) and UB04 Claim forms until receiving further instructions from EDS.**
- 3. All Providers must submit their National Provider Identifier(s) and corresponding Taxonomy to EDS as soon as possible. The NPI is a 10-digit number, acquired by providers from the national enumerator.**

More specific information is provided below and in the Attachment to this notice. DHHS and EDS request that all Providers and/or their agents take the appropriate action to address each of the Contingency Plan requirements and immediately review the details that follow with your billing agent, IT department, clearinghouse and/or software vendor to ensure the continued inclusion of the NH Title XIX (Healthy Kids-Gold/Medicaid) Provider ID on all submitted claims and electronic transactions.

The primary objectives of this contingency period are to ensure that claims and other electronic transactions submitted by providers are processed without interruption, and to ensure that providers receive the appropriate claims reimbursement and responses to their electronic inquiries. DHHS and EDS appreciate providers' efforts in working with us to maintain uninterrupted service delivery and claims processing during this challenging time.



### **Submitting Claims to EDS May 23, 2007 Forward**

DHHS and EDS are currently completing an assessment of the claims processing system to identify the business and technical changes that need to occur within DHHS' current NH Title XIX (Healthy Kids-Gold/Medicaid) claims processing system run by EDS to support the acceptance of a NPI for claims processing and payment.

During the contingency plan period it is extremely important that providers continue to include their NH Title XIX (Healthy Kids-Gold/Medicaid) Provider ID beyond the NPI effective date, May 23, 2007. DHHS and EDS will not be able to identify providers nor process and pay claims received on/or after May 23, 2007, unless the eight-digit NH Title XIX (Healthy Kids-Gold/Medicaid) Provider ID is included on all claims and other electronic transactions. Attached to this notice are the exact specifications of where to place the NH Provider ID on electronic claims. Also provided is information regarding where to place the NPI and taxonomy.

Please be sure that any changes made to paper claims software supports the continued capability of creating claims on the existing claim forms. Please do not switch to using the new claim forms until receiving further guidelines from EDS. It is imperative that the NH Title XIX (Healthy Kids-Gold/Medicaid) Provider ID continues to be included on all claims past May 23, 2007. Without it, EDS will not be able to identify the provider submitting the claim and the claim will be rejected.

### **NPI and Taxonomy**

The Health Insurance Portability and Accountability Act of 1996 (HIPAA) requires that all providers who submit electronic claims for medical services must apply for a National Provider Identifier through the national enumerator. The intent of the NPI is to diminish the need for providers to maintain multiple different numbers to do business with different health plans. The NPI is a ten-digit number, whereas the current NH Title XIX (Healthy Kids-Gold/Medicaid) Provider ID number is an 8-digit number.

When applying for a NPI, providers must designate the taxonomy(ies) that best represents their provider type, classification, and area of specialization. Taxonomy is a 10-character alphanumeric code.

Future EDS claims processing and payment depends on being able to crosswalk a provider's new NPI(s) and taxonomy code(s) to the current NH Title XIX (Healthy Kids-Gold/Medicaid) Provider ID number(s). If, prior to requesting your NPI(s) and taxonomy(s) from the enumerator, you have questions regarding your taxonomy(s) selection and how it might affect your claims payment with EDS, we encourage you to contact EDS for a review of your particular situation.

### **Sharing your NPI and Taxonomy**

All NH Title XIX (Healthy Kids-Gold/Medicaid) providers who have applied for or are in the process of applying for one or more NPI(s) are asked to provide EDS with their NPI(s) and corresponding taxonomy(ies) as soon as possible. Please forward both your NPI and taxonomy code, along with your NH Title XIX (Healthy Kids-Gold/Medicaid) Provider ID(s) that map to your NPI(s), on your office letterhead or provide a copy of your response letter from the enumerator. Please also include a contact name and phone number.

EDS' provider enrollment unit will be validating the information you provide, such as the address on the enumerator's response letter, your NPI(s), taxonomy selected and/or NH Title XIX provider number(s).



Please watch for future communication updates from EDS and DHHS on the NPI implementation status and what providers need to do to ensure uninterrupted processing of claims. Thank you for your patience and ongoing support of the program.

If you have any questions regarding this notice, please contact the EDS Provider Communications Unit at: 1-(800)- 423-8303 (NH & VT only) or (603) 224-1747.

### **Resources**

For the latest information regarding NPI issues for health care providers, visit this web site:

<http://www.cms.hhs.gov/NationalProvIdentStand>

To obtain your NPI, visit this web site:

<https://nppes.cms.hhs.gov/NPPES/Welcome.do>

For a complete list of taxonomy codes, visit this web site:

<http://www.wpc-edi.com/codes/taxonomy>