

How to register a National Provider Identifier (NPI)

For use by behavioral health providers to assist in the transition to Integrated Managed Care (IMC).

In order for clinicians to be Washington Apple Health (Medicaid) providers, they must enroll their National Provider Identifier (NPI) numbers with the Health Care Authority (HCA). This fact sheet provides basic information on NPIs, including where clinicians can get more information and enroll their NPIs with HCA.

For more information, visit www.hca.wa.gov/enroll-as-a-provider.

Application and enrollment of an NPI with HCA

How do providers apply for an NPI?

Providers can apply for an NPI from the National Plan and Provider Enumeration System (NPPES), managed by the federal government. For more information, on the National Provider Identifier Standard and how to apply for an NPI, visit www.cms.gov/Regulations-and-Guidance/Administrative-Simplification/NationalProvIdentStand/.

Why do providers have to enroll their NPIs with HCA?

The Centers for Medicare and Medicaid Services (CMS) requires all health care providers serving Medicaid clients to have their NPIs registered with their state Medicaid agency.

Which NPIs must be enrolled with HCA?

There are two types of NPIs that must be enrolled with HCA:

- 1) Individual NPI: This is the NPI of the individual provider delivering health care services
- 2) Organizational NPI: This is the NPI of the behavioral health agency where the individual works

Historically, behavioral health providers in Washington State have primarily used their organizational NPI when billing for services under the Medicaid program. With the transition to Integrated Managed Care (IMC), clinicians will also need to enroll the individual providers' NPI as a non-billing provider with HCA, and include that NPI on encounter data submissions. A non-billing provider is often also referred to as a "servicing only" provider.

What is the difference between billing and non-billing?

A billing provider is a health care provider that wishes to participate in fee-for-service (FFS) and/or will be submitting claims under their own NPI for reimbursement. In Washington, unless the provider is a sole proprietor, most behavioral health agencies use their organizational NPI as the billing NPI.

A non-billing provider is a provider who will not be submitting claims for reimbursement under their own NPI, but still wishes to enroll in Medicaid for the sole purpose of ordering, referring, and prescribing services. This is also known as a servicing-only provider. In Washington, most individual clinicians employed at behavioral health agencies enroll their individual NPI as non-billing providers.

How do providers enroll their NPIs?

Clinicians not already enrolled as Medicaid providers will enroll their NPIs as part of the Medicaid provider enrollment process. Typically, the employing agency will enroll their employee clinicians. Agencies must follow HCA’s guidelines to prepare for the enrollment process and then use the ProviderOne billing and claims system to complete the enrollment application. For more information on the enrollment process, as well as step-by-step instructions on how to complete the enrollment application, visit www.hca.wa.gov/enroll-as-a-provider.

When do providers need to have their NPIs enrolled with HCA?

All behavioral health providers in the Integrated Managed Care (IMC) regions should have their NPIs enrolled with HCA no later than **December 31, 2018**. HCA encourages providers to enroll NPIs as soon as practicable.

How do providers know which taxonomy code to enroll under?

Providers should enroll under the taxonomy that is most appropriate to their credentialing or licensure.

Please see the below table for a crosswalk of 2-digit SERI provider types to 9 - digit taxonomy codes.

Please note for the following list of taxonomy codes, clinicians must *also* enroll their NPI with HCA using the NPPES taxonomy code, and should always use the NPPES taxonomy when submitting claims or encounters to a clearinghouse or MCO. This applies to: 101Y99993L, 101Y99994L, 101Y99995L, 101Y99996L.

SERI PROVIDER TYPES	DOH LICENSE (IF APPLICABLE)	HCA TAXONOMY CROSSWALK	TAXONOMY NOTES
01 RN	Registered Nurse	163W00000X - Registered Nurse	
01 LPN	Licensed Practical Nurse	164W00000X - Licensed Practical Nurse	
02 ARNP	ARNP	363LP0808X - Psych, Mental Health ARNP	HCA recognizes 18 subspecialties for ARNP's
02 PA	Physician Assistant	363A00000X - Physician Assistant	HCA recognizes three subspecialties for PA's
03 Psychiatrist/MD4	Psychiatrist (Physician)	2084P0800X - Psychiatry & Neurology	HCA recognizes 5 subspecialties for Psychiatrists

04 MA/PhD (licensed)	Social Worker Advance License	104100000X - Social Worker	
	Social Worker Independent Clinical License	104100000X - Social Worker	
	Marriage and Family Therapist License	106H00000X - Marriage and Family Therapist	
Mental Health Counselor	Mental Health Counselor License	101YM0800X – Mental Health Counselor	Both DOH credentialed counselor types are enrolled under the same taxonomy; only difference being counselor's with the certified certification cannot be enrolled as a sole proprietor under FFS; should not impact the IMC implementation
	Counselor Certified Certification		
Licensed Psychologist-new	Licensed Psychologist	103T00000X	HCA recognizes 16 subspecialties of Psychologists
MA/PHD (non licensed)- new		101Y99996L - MA/PHD (non licensed)	Providers using this taxonomy must also enroll their NPPES taxonomy with HCA and should always use the NPPES taxonomy when submitting to a clearinghouse or MCO.
05 Below Masters Degree		101Y99995L - MH & CDPT in training; crosswalk with SERI types 05, 09, 10, 12, 21	Providers using this taxonomy must also enroll their NPPES taxonomy with HCA and should always use the NPPES taxonomy when submitting to a clearinghouse or MCO.
06 DBHR Credentialed Certified Peer Counselor		175T00000X - Peer Specialist	
09 Bachelor Level with Exception/Waiver		101Y99995L - MH & CDPT in training; crosswalk with SERI types 05, 09, 10, 12, 21	Providers using this taxonomy must also enroll their NPPES taxonomy with HCA

			and should always use the NPPES taxonomy when submitting to a clearinghouse or MCO.
10 Master Level with Exception/Waiver		101Y99995L - MH & CDPT in training; crosswalk with SERI types 05, 09, 10, 12, 21	Providers using this taxonomy must also enroll their NPPES taxonomy with HCA and should always use the NPPES taxonomy when submitting to a clearinghouse or MCO.
12 Other (Clinical Staff)		101Y99995L - MH & CDPT in training; crosswalk with SERI types 05, 09, 10, 12, 21	Providers using this taxonomy must also enroll their NPPES taxonomy with HCA and should always use the NPPES taxonomy when submitting to a clearinghouse or MCO.
14 Non-DBHR Credentialed Certified Peer Counselor		175T99994L - Non-DBHR Certified Peer Counselor; crosswalk with SERI type 14	
15 Medical Assistant – Certified		101Y99993L - Medical Assistant - Certified; crosswalk with SERI type 15	Providers using this taxonomy must also enroll their NPPES taxonomy with HCA and should always use the NPPES taxonomy when submitting to a clearinghouse or MCO.
16 PharmD	Pharmacist License	183500000X - Pharmacist	HCA recognizes 7 subspecialties of Pharmacists
20 Chemical Dependency Professional	Chemical Dependency Professional Certificate	101YA0400X - Chemical Dependency Professional (CDP)	
21 Chemical Dependency Professional Trainee	Chemical Dependency Professional <u>Trainee</u> Certificate	101Y99995L - MH & CDPT in training; crosswalk with SERI types 05, 09, 10, 12, 21	Providers using this taxonomy must also enroll their NPPES taxonomy with HCA and should always use the NPPES taxonomy when submitting to a



			clearinghouse or MCO.
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Is there a batch process for large agencies?

To enroll 200+ non-billing providers at the same time, a batch process may be possible by contacting the HCA Provider Enrollment Manager at george.wagner@hca.wa.gov .

Can the MCOs submit NPI enrollment on behalf of providers?

No, managed care organizations cannot enroll NPIs on behalf of providers. However, behavioral health agencies can and typically do enroll their employee clinicians.

Where can I get more information about the provider enrollment process?

For more information, contact HCA:

- Online: www.hca.wa.gov/enroll-as-a-provider
- Email: providerenrollment@hca.wa.gov
- Phone: 1-800-562-3022 (extension 16137)

