

THE NPI TIMES

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

Hot Tips for Using NPI Correctly

Based on feedback from our Provider Network Representatives regarding the most common questions asked by providers during the dual identifier phase, here are some tips to help you understand and use your NPI correctly:

- If you are an individual health care practitioner, you need a Type 1 (Individual) NPI. The NPI is not specific to a location or specialty, so regardless of where you perform the service or what type of service is performed, as an individual, you will always use your Type 1 NPI.
- If you are an organization that provides health care services using employees or contractors, you need a Type 2 NPI. The organizational Type 2 NPI is used by entities that are incorporated (group practices, clinics, LLCs or similar organizations).
- A large corporation may consider obtaining and using Type 2 NPI numbers for each subpart related to their existing BCBSTX provider number. Ultimately the covered organization health care provider will decide which subparts, if any, will obtain the Type 2 NPI.
- Submit claims using the individual Type 1 NPI as the rendering provider in Field 24j on the CMS-1500 (08/05) or electronic equivalent. The organizational Type 2 NPI should be submitted as the billing provider in Field 33a on the CMS-1500 (08/05) or electronic equivalent.
- An *individual* health care provider who is *not* part of an incorporated practice will only use his or her Type 1 NPI for filing claims. Those claims must be submitted on the CMS-1500 (08/05) with both the rendering and billing provider fields filled out using the individual's NPI number.
- When using the UB-04 claim form during the dual-identifier phase, Field 56 is for your NPI and Field 57 is for your BCBSTX or other health plan provider numbers (up to three lines may be entered).
- Remember, your NPI number will replace all other provider identifiers used previously (such as UPIN, Medicare/Medicaid, BCBSTX and other health plan provider identification numbers).
- Your NPI, regardless if it is Type 1 or Type 2, will not replace your Tax Identification Number (TIN, EIN, or SSN). The TIN will continue to be reported for tax purposes as required by transaction implementation specifications.
- Your NPI will not replace the Drug Enforcement Agency (DEA) number when the DEA number is required to be used for regulatory purposes.

For information on how to apply for or share your NPI, plus other educational information and helpful resources, please visit the provider section of our Web site at www.bcbstx.com. If you have any questions, please e-mail us at npi@bcbstx.com. If you are a contracted provider, you may contact your Provider Network Representative directly for additional assistance.



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NPPES Data File Update



BCBSTX is in the process of analyzing the National Plan and Provider Enumeration System (NPPES) downloadable data file. While this data file can be used to capture or validate the NPI information for contracted and non-contracted providers, it is not a perfect or immediate solution. As there are over 3 million providers listed, the size and multi-format construction of the file presents technical challenges. Our analysis involves consolidation of data and determining a way of creating matches between the NPPES data and our

existing data. We expect to continue cross-checking the NPPES data file against our provider information through the end of November.

The query-only database, also known as the NPI Registry, on the NPPES Web site provides limited quick lookup capabilities. The NPI Registry allows simple queries to retrieve read-only data. For example, users may search for a provider by the NPI or Legal Business Name. However, if the exact spelling is not correct, no results will be returned. Other limitations to searching the registry can include other names used, multiple NPIs for subparts of larger organizations, and the elimination of deactivated NPIs.

BCBSTX continues to monitor the progress of our provider community to prevent any negative impact on provider revenue and service. Our goal is to maintain HIPAA compliance while executing a seamless transition for our providers to an NPI-only environment. Please be aware that neither the downloadable data file nor the NPI Registry provided online by NPPES can offer a substitute for sharing your NPI with BCBSTX, other health plans, your electronic trading partners, and other payers. You must have an NPI if you wish to submit claims, and you must share your NPI prior to submitting it on claims.

You can share your NPI with BCBSTX by faxing your NPPES confirmation notice (letter or e-mail) to (866) 589-8254, or by forwarding your confirmation e-mail from the NPI Enumerator to submitmpi@bcbstx.com. Be sure to include your current BCBSTX provider number(s) with your confirmation notice.

Remember: Beginning December 1, 2007, claims received without an NPI will be rejected.

Significant Dates for Claims Submission

As of November 1, 2007, paper claims received on the incorrect forms, CMS-1500 (12/90) and the UB-92, will be returned to providers with a reminder letter to resubmit these claims using the revised CMS-1500 (08/05) and the new UB-04.

As of December 1, 2007, we will move into Phase 2, the *NPI Required* phase. At this stage, providers will be required to use dual identifiers (BCBSTX provider number **and** NPI) on electronic and paper claims, unless they have been approved to submit NPI-only claims. *Claims received with only a BCBSTX provider number as of December 1, 2007 will be rejected.*

Please be advised the Centers for Medicare and Medicaid Services (CMS) posted a statement on their Web site in October announcing that, as of January 1, 2008, they will begin rejecting all institutional provider claims that are submitted without NPIs. As this national deadline coincides with the BCBSTX's NPI Required phase, it is even more important for providers to share their NPI(s) with BCBSTX and start using dual identifiers on claims without delay.

For more information, please be sure to visit our Provider Web site at www.bcbstx.com. Click on the NPI logo to view the *NPI Times*, our NPI Transition Plan brochure and other communications, as well as Provider FAQs and other educational resources.

NPI—Tip of the month

NPI-only electronic claims should only be submitted after you have received a "Congratulations" postcard from BCBSTX confirming your NPI-only status. **NPI-only paper claims** may be submitted beginning December 1, 2007, as long as you have already shared your NPI with BCBSTX.

Edit Alerts for Electronic Submitters

Beginning October 28, 2007, BCBSTX implemented a series of electronic edits in support of an NPI-only claims processing environment. Please be aware that these edits will result in claims rejections; therefore, you should take the appropriate steps now to ensure that all of your electronic trading partners (billing services, clearinghouses and software vendors) are responsive to these messages.

NPI-only claims submitted by those providers approved to submit NPI-only claims will be subjected to the following electronic edits:

“NPI-ONLY” Claim Submission Edits

Error Code	Message	Explanation	Level
QGC	Billing NPI is not on file	The NPI submitted on the claim to identify the billing entity is not on file with BCBSTX.	R
QGD	NPI is not valid as billing	The NPI submitted on the claim to identify the billing entity is not recognized by our system as a billing entity.	R
BA4	Rendering Provider NPI Invalid	The NPI submitted on the claim to identify the provider that rendered the services is not a valid NPI.	R
BA5	Rendering Provider ID Qualifier Must="XX"*	An invalid qualifier was used to identify the NPI of the provider that rendered services on the claim.	R
BA6	Rendering NPI is not on file	The NPI submitted on the claim to identify the provider that rendered the services is not on file with BCBSTX.	R
BA7	NPI is not Valid as Rendering	The NPI submitted on the claim to identify the provider of services is identified in our files as a billing entity, not a rendering provider.	R
CA4	Rendering Provider NPI Invalid	The NPI submitted on the service line to identify the provider that rendered the services is not a valid NPI.	R
CA5	Rendering Provider ID qualifier Must="XX"*	An invalid qualifier was used to identify the provider that rendered services on the service line.	R
CA6	Rendering NPI is not on file	The NPI submitted on the service line to identify the provider that rendered the services is not on file with BCBSTX.	R
CA7	Rendering NPI is not valid as Rendering	The NPI submitted on the service line is identified in our files as a billing entity, not a rendering provider.	R
QBD	BC/BS Billing Provider Number Missing	An NPI-only claim was submitted prior to completion of NPI-only testing by the submitter.	R

LVL=Level of severity Values are: W=Warning R=Reject I=Informational

Claims that are submitted with dual identifiers (BCBSTX Provider Number and NPI) will be subjected to the same edits as claims submitted with only an NPI. The electronic message will result in a warning instead of a rejection.

“BCBSTX Provider Number and NPI (DUAL ID)” Claim Submission Edits

Error Code	Message	Explanation	Level
QGY	Billing NPI is not on file	The NPI submitted on the claim to identify the billing entity is not on file with BCBSTX.	W
QGZ	NPI is not valid as billing	The NPI submitted on the claim to identify the billing entity is not recognized by our system as a billing entity.	W
BAW	Rendering Provider NPI Invalid	The NPI submitted on the claim to identify the provider that rendered the services is not a valid NPI.	W
BAX	Rendering Provider ID Qualifier Must="XX"*	An invalid qualifier was used to identify the NPI of the provider that rendered services on the claim.	W
BAY	Rendering NPI is not on file	The NPI submitted on the claim to identify the provider that rendered the services is not on file with BCBSTX.	W
BAZ	NPI is not Valid as Rendering	The NPI submitted on the claim to identify the provider of services is identified in our files as a billing entity, not a rendering provider.	W
CAW	Rendering Provider NPI Invalid	The NPI submitted on the service line to identify the provider that rendered the services is not a valid NPI.	W
CAX	Rendering Provider ID qualifier Must="XX"*	An invalid qualifier was used to identify the provider that rendered services on the service line.	W
CAY	Rendering NPI is not on file	The NPI submitted on the service line to identify the provider that rendered the services is not on file with BCBSTX.	W
CAZ	Rendering NPI is not valid as Rendering	The NPI submitted on the service line is identified in our files as a billing entity, not a rendering provider.	W
QBD	BC/BS Billing Provider Number Missing	An NPI-only claim was submitted prior to completion of NPI-only testing by the submitter.	R

LVL=Level of severity Values are: W=Warning R=Reject I=Informational

If you have any questions on the above edits, please contact our E-Commerce Center at 1-800-746-4614.

* For additional information regarding ID qualifiers and how to use them properly, please refer to the NPI 201–Claims Filing Instructions document on our Web site at www.bcbstx.com (click on the NPI logo and go to *Educational Resources*).

Resources

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

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

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

If you have any questions on how BCBSTX is implementing NPI:

- Send an e-mail to npi@bcbstx.com, or
- Contact your Provider Network Representative who can support you through the entire NPI process.

P.O. Box 650267
Dallas, TX 75265-0267



Simplify with NPI!

Here are some benefits you should see with the transition to an NPI-only environment:

- Elimination of confusion and duplicated efforts through simplified claims submission and administrative processes.
- Increased productivity at work—no need to spend time matching *each* provider identifier with *each* health plan.
- Compliance with Medicare/Medicaid requirements—when you use NPI on all paper and electronic submissions to BCBSTX, you are already in compliance!

In the end, NPI will maximize quality assurance by standardizing and streamlining your claims and administrative process.

