National Provider Identifier (NPI) Claims Tips

Magellan requires providers to submit their NPI on all HIPAA-standard electronic transactions as of May 23, 2008.

This document includes tips for:

- Providers Submitting via Magellan's *Claims Courier* Tool (this page)
- Providers Submitting Paper Claim Forms
- Providers Submitting Claims via Clearinghouses

Providers Submitting via Magellan's *Claims Courier* (Submit a Claim Online) Tool

The NPI field is a "required field" in the Claims Courier application as of May 23.
Exception: Providers classified as "atypical" (e.g., taxi services) are not eligible to receive NPIs.

Individual providers:
♦ Complete the "Billing/Pay-To Provider Information" section; NPI is entered in that section only.
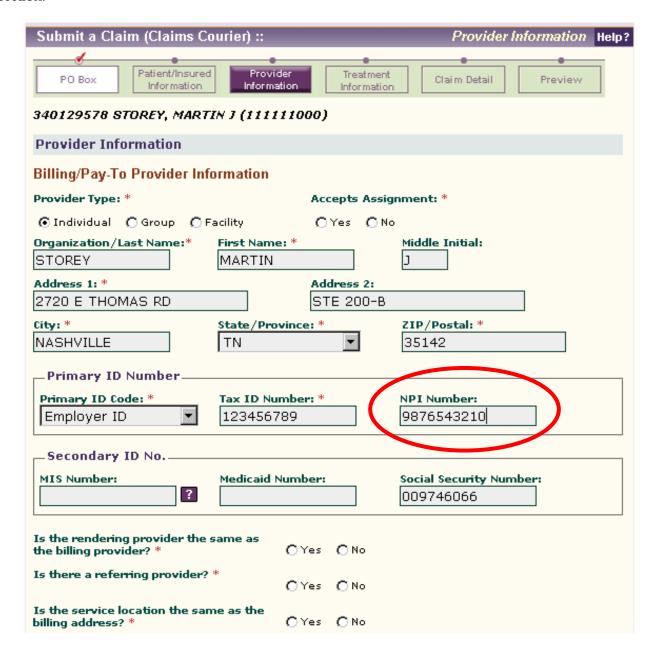
Group providers:
♦ Complete the "Billing/Pay-To Provider Information" section with the group's NPI.
♦ Complete the "Rendering Provider Information" section with the rendering provider's NPI.

- **Failure to enter NPIs in either applicable section will result in a rejection of the claim.**
- **Entering Medicaid PINs, Medicare UPINs or Magellan-assigned MIS numbers will result in a rejection of the claim.**
- **Failure to submit Taxpayer Identification Numbers (TIN) in the appropriate section will result in a rejection of the claim.**

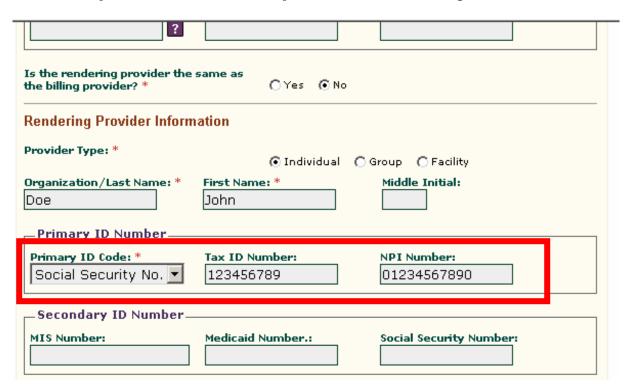See below for individual provider and group/facility sample submissions.

Individual provider example – NPI is entered only under the "Billing/Pay-To Provider Information" section:

Submit a Claim (Claims Courier) ::   *Provider Information* Help?

| PO Box | Patient/Insured Information | Provider Information | Treatment Information | Claim Detail | Preview |

340129578 STOREY, MARTIN J (111111000)

Provider Information

Billing/Pay-To Provider Information

Provider Type: *   **Accepts Assignment:** *

⦿ Individual ◯ Group ◯ Facility   ◯ Yes ◯ No

Organization/Last Name: *   **First Name:** *   **Middle Initial:**

STOREY   MARTIN   J

Address 1: *   **Address 2:**

2720 E THOMAS RD   STE 200-B

City: *   **State/Province:** *   **ZIP/Postal:** *

NASHVILLE   TN   35142

Primary ID Number

Primary ID Code: *   **Tax ID Number:** *   **NPI Number:**

Employer ID   123456789   9876543210

Secondary ID No.

MIS Number: **Medicaid Number:**   **Social Security Number:**

[ ] [?]   009746066

Is the rendering provider the same as the billing provider? *   ◯ Yes ◯ No

Is there a referring provider? *   ◯ Yes ◯ No

Is the service location the same as the billing address? *   ◯ Yes ◯ No

Facility or Group provider example – The facility or group's information, along with their NPI, must be entered into the "Billing/Pay-To Provider Information" section.

The question "Is the rendering provider the same as the billing provider?" should be marked as "No." A section will then open to enter in the individual provider's information, along with his or her NPI.

For a complete list of Magellan Companion Guides, go to www.MagellanHealth.com/provider, click on the "Getting Paid" top-menu item, then "Electronic Transactions."

Providers Submitting Paper Claim Forms (CMS-1500 and UB-04)

Providers submitting paper claims are required to submit an NPI on paper claims, along with a Social Security Number and Employer Identification Number (EIN).

Important: Paper claims and HIPAA standard electronic transactions submitted without an NPI and TIN will be denied.

- On the revised CMS-1500 form (version 08/05), insert the main or billing Type 2 NPI in Box 33a. Insert the service facility Type 2 NPI (if different from main or billing NPI) in Box 32a. Insert Type 1 NPIs for rendering providers in Box 24J. Enter SSN or TIN in upper (shaded) portion of Box 24J with qualifier G2 in Box 24I.

- On the UB-04 form, insert the main Type 2 NPI in Box 56; insert Type 1 NPIs for rendering providers in boxes 76 – 79.

Providers Submitting via Clearinghouses

Providers are welcome to forward the following information to their clearinghouse as necessary.

Magellan Specific Note: 837P

Provider Primary IDs:

Magellan will accept a National Provider Identifier (NPI) and its associated qualifier (NM109 using an 'XX' qualifier), but Magellan is requiring a dual usage of an NPI as the primary identifier with a federal taxpayer ID (TIN) (REF02 using an 'EI' qualifier) and/or a Social Security Number (SSN) (REF02 using an 'SY' qualifier) in their respective secondary identifier REF segments for the following provider loops:

- 2010AA Billing Provider
- 2010AB Pay-To Provider
- 2310B Rendering Provider
- 2420A Rendering Provider

Important: To comply with HIPAA regulations, Magellan requires NPI usage for provider primary identifiers as of May 23, 2008. All government issued identifiers such as Medicaid PINs, Medicare UPINs and Magellan-assigned MIS numbers will no longer be accepted after this date.

Exception: Providers classified as "atypical" (e.g., taxi services) are not eligible to receive NPIs.

Secondary IDs:

Magellan is requiring a dual usage of an NPI as the primary identifier with a federal taxpayer ID (TIN) (REF02 using an 'EI' qualifier) and/or a Social Security Number (SSN) (REF02 using an 'SY' qualifier) in their respective secondary identifier REF segments.

If an NPI is used for the above provider types *without* a TIN (REF02 using an 'EI' qualifier) and/or SSN (REF02 using an 'SY' qualifier) for a secondary identifier, the claim will be rejected in a 997 or 277U.

Magellan Specific Note: 837I

Provider Primary IDs:

Magellan will accept a National Provider Identifier (NPI) and its associated qualifier (NM109 using an 'XX' qualifier), but Magellan is requiring a dual usage of an NPI as the primary identifier with a federal taxpayer ID (TIN) (REF02 using an 'EI' qualifier) and/or a Social Security Number (SSN) (REF02 using an 'SY' qualifier) in their respective secondary identifier REF segments for the following provider loops:

- 2010AA Billing Provider
- 2010AB Pay-To Provider
- 2310E Service Facility

Important: To comply with HIPAA regulations, Magellan requires NPI usage for provider primary identifiers as of May 23, 2008. All government issued identifiers such as Medicaid PINs, Medicare UPINs and Magellan-assigned MIS numbers will no longer be accepted after this date.

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Provider Secondary IDs:

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If an NPI is used for the above provider types _without_ a TIN (REF02 using an 'EI' qualifier) and/or SSN (REF02 using an 'SY' qualifier) for a secondary identifier, the claim will be rejected in a 997 or 277U.

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If you have any questions, please call the Magellan Provider
Services Line at 1-800-788-4005 or send an e-mail to:
NPIquestion@MagellanHealth.com.