

May 8, 2007

RE: NPI Provider Update – Announcement of Contingency Plan

Dear Provider,

Recently, the Centers for Medicare & Medicaid Services (CMS) announced that health plans and providers making good faith efforts to comply with the HIPAA National Provider Identifier (NPI) regulation may continue use of the existing legacy numbers (Health Plan Assigned Provider Identification Numbers or State Assigned Medicaid Identification Numbers) until May 23, 2008 without penalties or other consequences.

With this in mind, Passport Health Plan (PHP) will implement a contingency plan beginning May 23, 2007 that mirrors CMS recommendations and allows suitable time to submit and test your NPI(s).

Contingency Plan

During the contingency period, the Plan requests submission of:

1. Provider legacy number (PHP/PAD provider ID),
2. NPI number as obtained and reported to the Plan, and
3. Taxonomy code (recommended).

NOTE: This applies to submission of both standard transactions and paper claims.

*Providers must ensure NPIs used on the claim are registered with PHP prior to using NPI.

Between May 23, 2007 and May 23, 2008, PHP will continue to accept claims submitted with the Health Plan ID, or both the Health Plan ID and NPI number. Beginning no later than May 23, 2008, PHP will require all claims submissions to be fully compliant with the NPI Final Regulation.

Paper Transactions

Effective May 23, 2007, providers must begin using the new UB-04 paper claim form. The effective date for the use of the new CMS-1500 paper claim form is June 1, 2007. Use of your NPI is recommended, but not required on the new forms until May 23, 2008. Beginning May 23, 2007, use of both the NPI and Health Plan ID is requested to ensure PHP is able to crosswalk the NPI number to the Health Plan ID.

Key Dates to Remember

- May 23, 2007 – Voluntary use of NPI on electronic and paper claim submissions
- May 23, 2007 – Mandatory use of new UB-04 paper claim form
- June 1, 2007 – Mandatory use of new CMS-1500 paper claim form
- May 23, 2007 to May 23, 2008 – Extended dual use period: Health Plan ID or both Health Plan ID and NPI accepted on electronic and paper claim submissions.
- May 23, 2008 – Mandatory use of NPI on electronic and paper claim submissions





How to Apply For Your NPI:

- Complete the web-based application at <https://nppes.cms.hhs.gov>. This process takes approximately 20 minutes to complete. *Note: This is the most time-efficient method.*; **OR**
- Download and complete a paper application from the same web site, and mail it to the NPI Enumerator; **OR**
- Call the Enumerator call center at (800) 465-3203, TTY (800) 692-2326, to request a paper application.

If you have not already done so, we are reminding you to submit the individual, facility or organizational NPIs so we can record and test them in our processing system.

We have made it easy for you to report your NPI to PHP **Online!** Look in the Provider Center at www.passporthealthplan.com for the online NPI submission tool. **Always include your practice or facility name, address, telephone number, contact name and PHP ID number.** You may also submit your NPI to PHP via secure e-mail or fax at: NPIsubmissionsLOB1300@kmhp.com or (866) 428-7382.

Sincerely,

A handwritten signature in cursive script that reads "Denise Schifano".

Denise Schifano
Associate Vice President
Provider Relations

