



## **BILLING REQUIREMENTS – RENDERING/REFERRING NPI**

Under Department of Human Services (DHS) guidelines, it is important to note that the referring provider should not be the same as the rendering provider. If a referring provider is not required, then it should not be billed.

Below are some tips on how to bill properly to avoid denials:

- **Rendering Provider**
  - When the rendering provider is the same entity as the billing provider, the rendering provider should be omitted.
  - Rendering providers must be an individual provider and should be billed with the individual NPI and taxonomy.
  - Please refer to the *Rendering Providers Must Be Individuals for Certain Provider Types* notice for exceptions.
- **Referring Provider**
  - The referring provider should not be the same as the rendering provider.
  - If a referring provider is not required, then it should not be billed.
  - The referring provider should not be the billing or rendering provider.
- **Provider Registration**
  - Effective July 1, 2019, as required by the Affordable Care Act (ACA) and DHS, all Medicaid and CHIP providers who render services for Medicaid or CHIP beneficiaries, were required to be enrolled with DHS and have a valid PROMISE Identification Number (PROMISE ID) for each service location at which a provider operates.
  - DHS uses the **National Provider Identification (NPI) number, ZIP+4 and taxonomy** submitted on claims to validate the enrollment of providers in PROMISE.
  - Physicians and other practitioners that order, refer or prescribe items or services to MA beneficiaries should also be enrolled as participating providers.

We urge you to submit these claims properly to avoid future denials.

### **Questions?**

If you have any questions about this update, please call Provider Relations at **1-866-638-1232**.

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