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TO: Visiting Resident/Residency Coordinator

FROM: Allison Andrus, CPMSM  
Director, Medical Staff Services

RE: Requirement of NPI for Visiting/Rotating Residents

Please note that all visiting residents who are providing direct patient care (does not apply to observers) must possess a federal NPI (National Provider Identifier) prior to coming to the University of Maryland Medical Center for their rotation. This applies for all rotations, no matter the duration.

If the resident does not have an NPI, one must be obtained. An application can be completed online at <https://nppes.cms.hhs.gov>. NPI Enumerator information can be obtained by contacting 1-800-465-3203. I am attaching an NPI FAQ for your convenience. This number is usually supplied within a matter of hours of the online application being completed. Therefore, it will be required prior to the rotation start date.

Because visiting residents write prescriptions and order home health services, pharmacies and durable equipment companies will require a physician NPI on the order to assure that they will get reimbursed for their services. **Therefore all University of Maryland Medical Center residents and fellows, including visitors/rotators, are required to possess an NPI.**

If you have any questions, please feel free to contact me at 410.328.1151 or via email at [aandrus@umm.edu](mailto:aandrus@umm.edu).

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## **NATIONAL PROVIDER IDENTIFIER (NPI)**

### Frequently Asked Questions

#### **-What is the National Provider Identifier (NPI)**

The NPI is a 10-position, intelligence-free numeric identifier (10-digit number). This means that the numbers do not carry other information about healthcare providers, such as the state in which they live or their medical specialty. Beginning May 23, 2007 (May 23, 2008, for small health plans), the NPI must be used in lieu of legacy provider identifiers. Legacy provider identifiers include:

- Online Survey Certification and Reporting (OSCAR) system numbers;
- National Supplier Clearinghouse (NSC) numbers;
- Provider Identification Numbers (PINs); and
- Unique Physician Identification Numbers (UPINs) used by Medicare.

They do not include taxpayer identifier numbers (TINs) such as:

- Employer Identification Numbers (EINs); or
- Social Security Numbers (SSNs).

Reference: <http://www.cms.hhs.gov/mlnmattersarticles/downloads/MM4023.pdf>

#### **-What is the purpose of the National Provider Identifier (NPI)? Who must use it, and when?**

The purpose of the National Provider Identifier (NPI) is to uniquely identify a health care provider in standard transactions, such as health care claims. NPIs may also be used to identify health care providers on prescriptions, in internal files to link proprietary provider identification numbers and other information, in coordination of benefits between health plans, in patient medical record systems, in program integrity files, and in other ways. HIPAA requires that covered entities (i.e., health plans, health care clearinghouses, and those health care providers who transmit any health information in electronic form in connection with a transaction for which the Secretary of Health and Human Services has adopted a standard) use NPIs in standard transactions by the compliance dates. The compliance date for all covered entities except small health plans is May 23, 2007; the compliance date for small health plans is May 23, 2008. As of the compliance dates, the NPI will be the only health care provider identifier that can be used for identification purposes in standard transactions by covered entities

#### **-Who is eligible to receive a National Provider Identifier (NPI)?**

The National Provider Identifier (NPI) requirement was adopted as the standard unique health identifier for health care providers to carry out a requirement in the Health Insurance Portability and Accountability Act of 1996 (HIPAA) for the adoption of such a standard. An entity who meets the definition of a "health care provider" – that is, any provider of medical or other health services, and any other person or organization that furnishes, bills, or is paid for health care in the normal course of business – is eligible to receive a provider ID, or NPI. Under HIPAA, a covered health care provider is any provider who transmits health information in electronic form in connection with a transaction for which standards have been adopted. These covered health care providers must obtain an NPI and use this number in all HIPAA transactions, in accordance with the instructions in the Implementation Guides. The NPI may also be used on paper claims, but HIPAA does not govern that method of submitting claims.

In general, health care providers include hospitals, nursing homes, ambulatory care facilities, durable medical equipment suppliers, clinical laboratories, pharmacies, and many other "institutional" type providers; physicians, dentist, psychologists, pharmacists, nurses, chiropractors and many other health care practitioners and professionals; group practices, health maintenance organizations, and others. For more information and white papers about health care providers, including atypical providers, visit the CMS website at:

<http://www.cms.hhs.gov/NationalProvIdentStand/>

### **-Is a health care provider required to obtain a National Identifier (NPI)?**

Yes. Under the NPI Final Rule (69 FR 3434), a health care provider who is a covered entity under HIPAA is required to obtain an NPI and to use it to identify itself as a health care provider in HIPAA transactions no later than May 23, 2007. Small health plans must use the NPI no later than May 23, 2008. A health care provider is a covered entity if it transmits any health information in electronic form in connection with a transaction for which the Secretary has adopted a standard. For example, any health care provider (individual or organization) who sends electronic health care claims to a health plan(s), is a covered provider and must obtain an NPI. Health care providers who are not covered providers may elect to apply for NPIs, but are not required to do so. For the latest information regarding NPI issues for health care providers, visit this website: [www.cms.hhs.gov/NationalProvIdentStand](http://www.cms.hhs.gov/NationalProvIdentStand)

### **-Will a health care provider continue to use other numbers besides the NPI?**

Upon the compliance dates, only the National Provider Identifier (NPI) may be used for identification purposes for a covered health care provider in standard transactions. Legacy identifiers (such as the Unique Physician Identification Number (UPIN), Medicaid Provider Number, Medicare Provider Number, and others) may not be used after the compliance date of May 23, 2007, or in the case of contingency plans, May 23, 2008. Where a covered health care provider must be identified in standard transactions for tax purposes, it would use its Taxpayer Identifying Number as required by the implementation specifications. Health care provider identification numbers other than the NPI may continue to be used in the internal processes and files of health plans or health care clearinghouses if they wish to continue to use those identification numbers in those internal processes and files.

### **-With whom should I share my National Provider Identifier (NPI)?**

Health care providers should share their NPIs with other providers with whom they do business, and with health plans that request their NPIs. All health care providers who conduct standard transactions as adopted under the Health Insurance Portability and Accountability Act of 1996 (HIPAA) are covered health care providers. These providers must share their NPI with other providers, health plans, clearinghouses, and any entity that may need those NPIs for use in standard transactions. Providers should also consider letting health plans or institutions for whom they work, share their NPIs for them. CMS strongly encourages providers to share their NPI with other health care providers to whom they refer patients; pharmacies that fill their health plans in which they are enrolled and to whom they submit prescriptions; claims; and organizations where they have staff privileges.

### **-If a health care provider with an NPI moves to a new location, must the health care provider notify the NPPES of its new address?**

A covered health care provider must notify the NPPES of the address change within 30 days of the effective date of the change. We encourage health care providers who have been assigned NPIs, but who are not covered entities, to do the same. A health care provider may submit the change to NPPES via the web (<https://nppes.cms.hhs.gov/>) or by paper. If paper is preferred, the health care provider may download the NPI Application/Update Form (CMS-10114) from the Centers for Medicare & Medicaid Services' forms page ([www.cms.hhs.gov/cmsforms](http://www.cms.hhs.gov/cmsforms)) or may call the NPI Enumerator (1-800-465-3203) and request a form.