

# Denti-Cal Bulletin



VOLUME 23, NUMBER 14

P.O. BOX 15609 SACRAMENTO, CALIFORNIA 95852-0609

APRIL 2007

## HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT (HIPAA) NATIONAL PROVIDER IDENTIFIER (NPI) UPDATE

### **Subparting: What Is It and How Does It Impact My Practice?**

The HIPAA guidelines established 1996 required the adoption of a standard unique identifier for all health care providers. The NPI Final Rule, issued on January 23, 2004, adopted the NPI as the standard unique identifier. The NPI Final Rule refers to separate locations, licensure, or specialty of an organizational health care provider, as a “subpart.” (Separate service office locations often operate independently of each other and usually conduct their own billing.)

Simply put, providers who have multiple service office locations can obtain a separate Entity Type 2 NPI for each service office. If you are a professional corporation, group practice, or partnership, and have multiple service office locations, you are strongly encouraged by Denti-Cal to subpart. Subparting will prevent processing and payment delays.

To obtain an NPI, visit the NPPES Web site at <https://nppes.cms.hhs.gov>, or call NPPES at (800) 465-3203 or (800) 692-2326 (TTY).

### **Additional NPI Information**

- ◆ If you are a billing provider (i.e. group practice, corporation, partnership) who also has a rendering provider number (i.e., D12345), you should apply for at least one Organizational (Type 2) NPI; **AND** an Individual (Type 1) NPI for your rendering provider number. All rendering providers on staff must also obtain an Individual (Type 1) NPI.

**Important NPI Note:** A sole proprietor/sole proprietorship is an Individual and is eligible for a single NPI. The sole proprietor must apply for the NPI using his or her Social Security Number (SSN), even if he/she has an Employer Identification Number (EIN). Because a sole proprietor/sole proprietorship is an Individual, he/she cannot be a subpart and cannot designate subparts. Therefore, if you are a sole proprietor and have both a billing and a rendering provider number for Denti-Cal, you will need to register a single NPI for both Denti-Cal provider numbers.

- ◆ To apply for your NPI(s), visit <http://nppes.cms.hhs.gov> or call (800) 465-3203.
- ◆ Once you have received your NPI(s) from NPPES, **you must register ALL NPIs with Denti-Cal as soon as possible**, in order to ensure appropriate payment of claims in a timely manner. Register your NPI(s) by accessing the NPI Registration Form on the Denti-Cal Web site at [www.denti-cal.ca.gov](http://www.denti-cal.ca.gov) or by calling the Denti-Cal Telephone Service Center at (800) 423-0507 to request a registration form by mail. *A separate NPI Registration Form is required for each existing Denti-Cal provider number.*

- ◆ Attend a Denti-Cal Basic Seminar or Workshop for more information on the NPI. For a seminar location near you, visit the Denti-Cal Web site at [www.denti-cal.ca.gov](http://www.denti-cal.ca.gov).

## **Update Software**

In conjunction with the deadline to accept NPIs, providers who submit claims electronically must be prepared to use the HIPAA-compliant 4010A1 claim format on or before May 23, 2007. For more information on conversion to the 4010A1 format, please call your software vendor, clearinghouse, or Denti-Cal at (916) 853-7373 and ask for EDI Support.

## **Denti-Cal NPI Web Collection Announcement**

Denti-Cal is in the process of creating a Web based NPI registration function. For additional information on the Web based NPI registration function, you may refer to subsequent Denti-Cal Bulletins, visit the Denti-Cal Web site at [www.denti-cal.ca.gov](http://www.denti-cal.ca.gov), or attend a Denti-Cal Basic Seminar or Workshop.

For additional information regarding NPI, please refer to Denti-Cal Bulletin Volume 23, Number 1, call the Denti-Cal Telephone Service Center at (800) 423-0507; or visit the Denti-Cal Web site (<http://www.denti-cal.ca.gov>).