



Provider Enrollment: Opioid Treatment Program

2/20/2024

Closed Captioning: Auto-generated closed captioning is enabled in this course and is at best 70-90% accurate. Words prone to error include specialized terminology, proper names and acronyms.





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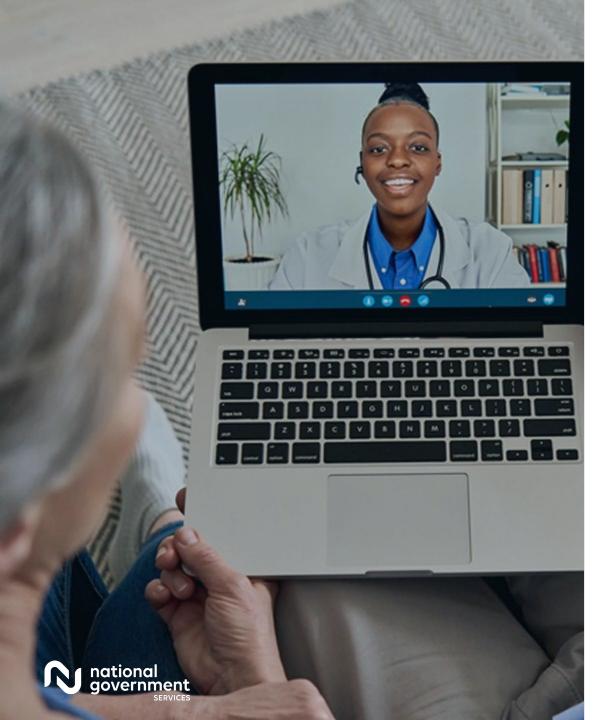


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Today's Presenters

Provider Outreach and Education Consultants

- Laura Brown, CPC
- Susan Stafford PMP, COA, AMR











Agenda

- Overview
- Enroll in Medicare
- Supporting Documents
- Process after Submission
- Check Application Status
- Contact Information
- Resources







Overview

Overview Part B

- Part B OTP provider
 - Beginning 1/1/2020, Part B benefit for Medicare beneficiaries with OUD
 - Submit claims via 837P transaction to transmit health care electronically, or CMS-1500 form
 - HCPCS Codes G1028, range G2067–G2080 and G2215 to G2216
 - Place of Service 58 Nonresidential Opioid Treatment Facility
 - CMS pays OTPs through bundled payments for OUD treatment services in an episode of care provided to people with Medicare Part B (Medical Insurance)
 - <u>Opioid Treatment Programs (OTPs) Medicare Billing and Payment</u>
 - NGS <u>Coding and Billing for OTP Services</u> Web Page





Overview Part A

- Part A OTP provider
 - Beginning 1/1/2021, Medicare Part B covers hospital outpatient OTP services
 - Submit claims via 837I transaction to transmit health care electronically or CMS-1450 form
 - HCPCS codes G1028, range G2067 G2080 and G2215 to G2216
 - Type of bill code Freestanding Nonresidential Opioid Treatment Programs (087x)
 - Hospital-based providers bill OTP services on TOB 013X and 085X
 - Condition code for a provider-based OTP (89) CMS pays OTPs through bundled payments for OUD treatment services in an episode of care provided to people with Medicare Part B (Medical Insurance)
 - Opioid Treatment Programs (OTPs) Medicare Billing and Payment
 - NGS <u>Coding and Billing for OTP Services</u> Web Page





Overview Requirements

- <u>Certified by the Substance Abuse and Mental Health Services</u>
 <u>Administration (SAMHSA)</u>
- State Operation License
- Registration through the local Drug Enforcement Administration office
- <u>CMS-1561 Provider Agreement</u> signed by an authorized official





Overview

■ NPI

- Separate NPI for OTP services (optional)
- Select "OTP" specialty or "Other," type "Opioid Treatment Provider"
- Application fee required
- Revalidate every five years
- Opioid Treatment Programs (OTPs) Medicare Enrollment
- Part A enrollments for provider-based billing, after the OTP enrollment is approved the OTP then must add the OTP location on the Hospital's enrollment record by submitting a change of information application to add the OTP practice locations with the OTP NPI and PTAN for proper billing





Enroll In Medicare

Enroll In Medicare Paper

- Submit via CMS-855 Paper Application
 - <u>CMS-855A</u> (Institutional Providers)
 - <u>CMS-855B</u> (Clinics/Group Practices and Certain Other Suppliers)
 - <u>CMS-588</u>(EFT Authorization Agreement)
- Opioid Treatment Programs (OPTs) Medicare Enrollment
- Mailing addresses
 - <u>NGS website</u> > Resources > Contact Us > Mailing Addresses > Business Function (Provider Enrollment)





Enroll In Medicare PECOS

- Submitting via internet-based <u>PECOS</u>
 - User ID and password
 - Access to enrollment records
 - Enroll as OTP Part A or B provider, but not both
 - Upload supporting documentation function
 - E-Signature/Upload signed and dated certification statement





PECOS Login

Medicare Enrollment for Providers and Suppliers

Welcome to the Medicare Provider Enrollment, Chain, and Ownership System (PECOS)

(*) Red asterisk indicates a required field.

PECOS supports the Medicare Provider and Supplier enrollment process by allowing registered users to securely and electronically submit and manage Medicare enrollment information.

New to PECOS? View our videos at the bottom of this page.

SYSTEM NOTIFICATIONS

- PECOS users are no longer able to mail documents that require a signature. When submitting your application, be
 prepared to provide an e-signature or upload your documents that require a signature.
- To better protect your identity and information, PECOS will be implementing Multi-Factor Authentication (MFA) in April 2020. If you have not setup your MFA account already, please navigate to the following site ip to setup your account.

USER LOGIN

BECOME A REGISTERED USER

Please use your I&A (Identity & Access Management System) user ID and password to log in.

* User ID

* Password

LOG IN ₂

Forgot Password?

Forgot User ID?

Manage/Update User Profile

Who Should I Call? [PDF, 155KB] 🗁 - CMS Provider Enrollment Assistance Guide You may register for a user account if you are: an Individual Practitioner, Authorized or Delegated Official for a Provider or Supplier Organization, or an individual who works on behalf of Providers or Suppliers

Register for a user account

Questions? Learn more about registering for an account

Note: If you are a Medical Provider or Supplier, you must register for an NPI 🖵 before enrolling with Medicare.

Helpful Links

Application Status - Self Service Kiosk to view the status of an application submitted within the last 90 days.

Pay Application Fee 📮 - Pay your application fee online.

View the list of Providers and Suppliers [PDF, 94KB] who are required to pay an application fee.

E-Sign your PECOS application - Access the PECOS E-Signature website using your identifying information, email address, and unique PIN to electronically sign your application.

Provider & Supplier Resources

- Medicare Learning Network® (MLN) I Helpful articles and tutorials about changes in Medicare enrollment.

Enrollment Tutorials

- Change of Information: Step-by-step demonstration of how to update or change information for an existing enrollment already on file with CMS. Individual Provider P or Organization/Supplier P

Revalidation Notice Sent List - Check to see if you

Ordering, Certifying, or Prescribing Practitioners List

Practitioners List to verify eligibility to order or certify

Ordering, Certifying, or Prescribing Information [PDF,

1.64MB] I - Learn about the Ordering, Certifying, or

- View the Ordering, Certifying, or Prescribing

items or services to Medicare beneficiaries, or

on file with Medicare.

prescribe part D drugs.

Prescribing enrollment process.

have been sent a notice to revalidate your information

- Deactivated: Example of how to deactivate an existing enrollment record. Individual Provider (
- Reactivation: Step-by-step demonstration of how to re-enroll based on enrollment information that already exists in PECOS. Organization/Supplier
- Adding a Practice Location (DMEPOS Only):
 Demonstration of how to add a new practice location for DMEPOS supplier who is already enrolled with CMS.
 DME Supplier





My Associates

/ant to learn what's new in the latest otes[PDF].	PECOS release? Please review the Release
Nanage Medicare and Account I	nformation
MY ASSOCIATES	
Enroll in Medicare for the first time	 Update your user account information, request or remove access to organizations
 View and update existing Medicare information 	Manage access to Medicare enrollments
 Continue working on saved applications 	
REVALIDATION NOTIFICATION CE	NTER 2

Applications Requiring Signatures

Manage Signatures

You currently have no pending signatures.

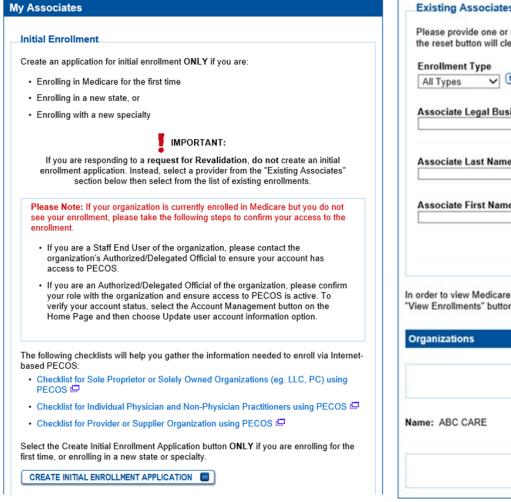


VIEW ALL SIGNATURES 🔯



View Enrollment

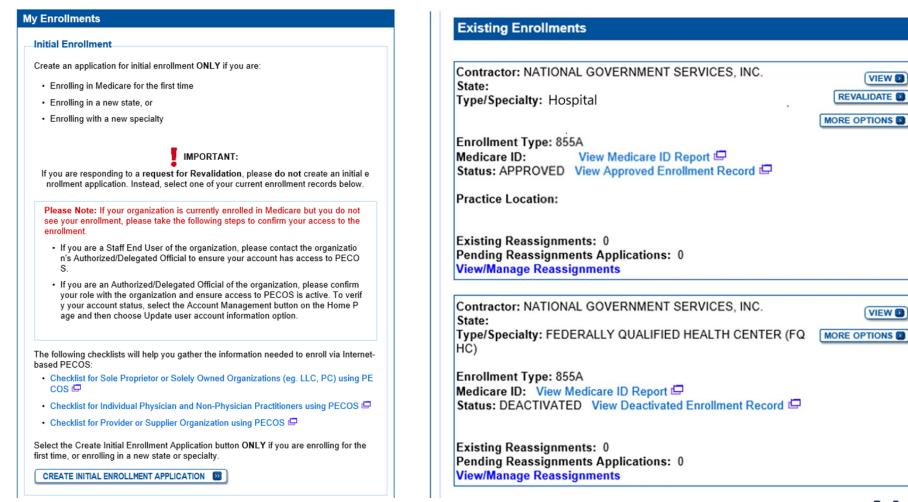
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Drganizations R ame: ABC CARE TII	ecords 1 - 1 of 1 N: VIEW ENROLLI
	ecords 1 - 1 of 1
Organizations	
order to view Medicare applications a "iew Enrollments" button next to an as	and enrollments for an associate, please sociate listed below.
FILTE	All States
Associate First Name	State
Associate Last Name	10 Digits
	XXX-XX-XXXX
Associate Legal Business Name	
All Types 🗸 SELECT 🖬	All Provider/Supplier Types









VIEW D

VIEW D



Application Questionnaire

Application Questionnaire

(*) Red asterisk indicates a required field.

Healthcare Services Rendered

- * Please select the option that best represents the healthcare service rendered for this application.
- Institutional Provider (e.g., Hospital, Skilled Nursing Facility, Hospice, Home Health Agency)
- Clinics/Group Practices and Certain Other Suppliers (e.g., Ambulance Service Supplier, Clinic, Independent Diagnostic Testing Facility, Sole Owner of a Professional Association (PA), Professional Corporation (PC), or Limited Liability Corporation (LLC))
- Durable Medicare Equipment, Prosthetics, Orthotics, and Supplies (DMEPOS)
- Medicare Diabetes Prevention Program Supplier (MDPP)

Application Questionnaire	
State/Territory Where Healthcare Se	(*) Red asterisk indicates a required field. ervices Rendered
Please select a single state/territory where * State/Territory	e the applicant renders healthcare services.
Select State/Territory	
NEXT	PAGE



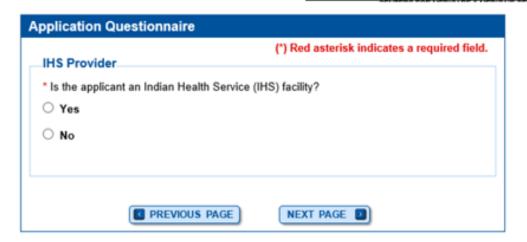






Part B

Application Questionnaire	Select Supplier Type
(*) Red asterisk indicates a required field. Primary Medicare Services Rendered Note: A separate application is required for each primary healthcare service rendered. * Please select the primary Medicare Services rendered by the applicant. O Part B Supplier Services Select Supplier Type Undefined Type Specification	AMBULANCE SERVICE SUPPLIER AMBULATORY SURGICAL CENTER CENTRALIZED FLU BILLER CLINIC/GROUP PRACTICE HOSPITAL DEPARTMENT(S) INDEPENDENT CLINICAL LABORATORIES (CLIA) INDEPENDENT DIAGNOSTIC TESTING FACILITY (IDTF) INTENSIVE CARDIAC REHABILITATION INTERVENTIONAL CARDIOLOGY MAMMOGRAPHY SCREENING CENTER MANAGED CARE PLAN (NON-MEDICARE + CHOICE) MASS IMMUNIZATION (ROSTER BILLER ONLY) MEDICAL FACULTY PRACTICE PLAN MEDICARE + CHOICE ORGANIZATION OPIOID TREATMENT PROGRAM (OTP) OTHER OTHER MEDICAL CARE GROUP PART B CAP DRUG VENDOR PHARMACY
PREVIOUS PAGE NEXT PAGE	PHYSICAL/OCCUPATIONAL THERAPY GROUP IN PRIVATE PRACTICE PORTABLE X-RAY SUPPLIER PUBLIC HEALTH/WELFARE AGENCY RADIATION THERAPY CENTER SLEEP LABORATORY/MEDICINE SPORTS MEDICINE VOLUNTARY HEALTH/CHARITY AGENCY

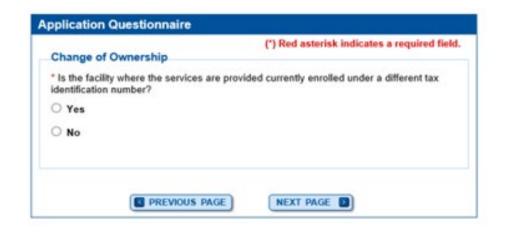






Part A

Application Questionnaire	
(*) Red asterisk indicates a required field. Primary Medicare Services Rendered Note: A separate application is required for each primary healthcare service rendered. * Please select the primary Medicare Services rendered by the applicant. Part A Provider Services Select Provider Type Undefined Type Specification	Select Provider Type COMMUNITY MENTAL HEALTH CENTER COMPREHENSIVE OUTPATIENT REHABILITATION FACILITY CRITICAL ACCESS HOSPITAL END-STAGE RENAL DISEASE FACILITY (ESRD) FEDERALLY QUALIFIED HEALTH CENTER (FQHC) HISTOCOMPATIBILITY LABORATORY HOME HEALTH AGENCY HOSPICE HOSPITAL INDIAN HEALTH SERVICES FACILITY ORGAN PROCUREMENT ORGANIZATION (OPO) OTHER OUTPATIENT PHYSICAL THERAPY/OCCUPATIONAL THERAPY/SPEECH PATHOLOGY SERVICES RELIGIOUS NON-MEDICAL HEALTH CARE INSTITUTION (RNHCI) RURAL HEALTH CLINIC SKILLED NURSING FACILITY
CANCEL	







Start Application

Confirm Reason for Application

Based on your resp	onses, the following re	ason for application was ident	itied.
 A Medicare Pa time. 	art B supplier is enrol	ling in the Medicare program	n for the first
The application is for	or:		
Legal Business Name	Tax Identification Number (TIN)	Supplier Type	State
ABC CARE		OPIOID TREATMENT PROGRAM (OTP)	
does not mean that At the conclusion of	your application has b f this process:		
above information. Please note: After does not mean that At the conclusion of	your application has b f this process:		
above information. Please note: After does not mean that At the conclusion of • The application for processing	your application has b f this process: is submitted to the ap Official representing th	een submitted.	vice contractor
above information. Please note: After does not mean that At the conclusion of • The application for processing • An Authorized submitted infor • The certification	your application has b f this process: i is submitted to the ap Official representing the mation n statement, additional	een submitted. propriate Medicare fee-for-serv	vice contractor ent certifying th ired
above information. Please note: After does not mean that At the conclusion of • The application for processing • An Authorized submitted inform • The certification attachments mic contractor(s) • The Medicare e	your application has b f this process: h is submitted to the app Official representing the mation n statement, additional ust be electronically sig	een submitted. propriate Medicare fee-for-serv e supplier must sign a stateme required signatures, and requi ned or mailed to the identified after the fee-for-service contract	vice contractor ent certifying th ired fee-for-service





CANCEL

Topic View

rollment ID:		_	Correspondence Address Correspondence Address		
cID: eb Tracking II):	-	License and Certification Information		
	Application nrolling in Medicare for the First Time		Final Adverse Legal Actions More information about Final Adverse Legal Actions		
Reports		-	Organization Control		
	erlink to view the Application being edited: on being edited 🗗		Individual Control		
opics			Patient Records Storage Location		
The data required for this enrollment application is grouped into topics. In order to electronically submit this enrollment application, you must complete all of the following topics.		—	Billing Agency/Agent more information about Billing Agency/Agent		
ou may view rocess by cli	and print this enrollment application at any time during the enrollment cking the View and Print button below.	×	Contact Person Emore information about Contact Person		
	in is collecting the following topics:		Electronic Funds Transfer		
mpleted	Topics		Tunus transier		
	Organization Information more information about Organization Information	1.000	Required and/or Supporting Documentation Menore information about Required and/or Supporting Documentation		
	Supplier Type				
	PAR Status Information Information about PAR Status	Note: • Once	you have completed all the topics and no errors are present, the 'Begin		
Physical Location and "Special Payments" Address Imore information about Physical Location and "Special Payments" Address		Submi the 'Er	Submission' button will be enabled. You may review errors at any time by clicking the 'Error Check' tab. Clicking 'Begin Submission' will initiate the Submission		
	Vehicle Information more information about Vehicle Information	Proces	\$\$.		
N/A	Geographic Location				
	Rendering Healthcare Services at a Patient's Home emore information about Rendering Healthcare Services at a Patient's Home		BEGIN SUBMISSION		





NEXT PAGE 🗾

Organization Information

Organization Information

Topic Summary

This topic requests information about the provider's corporate information. Organization data includes information about the organization's other name, corporate structure type, and incorporation information. Information)

ADD INFORMATION

Organization Information

No Organization Information has been listed. Please click "Add Information" above.

RETURN TO TOPICS





rganization Information	
	(*) Red asterisk indicates a required field.
Provider Identity for Institutional Provider DMEPOS Suppliers, and MDPP Supplier	
Legal Business Name: ABC CARE	EDIT LBN
Tax Identification Number (TIN):	
Other Name	
Type of Other Name Select Type Of Other Name	\checkmark
Other(Specify)	
Are you an Indian Health Service (IHS) faci	lity?
⊖ Yes	
No	
NEXT PAG	GE D





Organization Information

Organization Information

IRS Proprietary/Non-Profit Status

Note: If your business is a Federal and/or State government provider or supplier, indicate "Non-Profit" below.

Identify how your business is registered with the IRS

O Proprietary

O Non-Profit

PREVIOUS PAGE



Organization Information (*) Red asterisk indicates a required field. Organization Structure for Institutional Providers and Clinics/Group Practices Incorporation Date MM/DD/YYYY State Where Incorporated Select State \sim * Type of Organization Structure Select Organization Structure V Other(Specify) PREVIOUS PAGE SAVE D





Organization Information Summary

Organization Information

Information

· Organization Information was successfully added.

Topic Summary

This topic requests information about the provider's corporate information. Organization data includes information about the organization's other name, corporate structure type, and incorporation information. Information)

Organization Information

ABC CARE

Type of Organization Structure: Corporation IRS Proprietary/Non-Profit Status: Non-Profit Incorporation Date: 01/01/2020 State Where Incorporated: Indian Health Facility: No (EDIT 💽)









Supplier Type

Supplier Type

Topic Summary

The supplier type for this enrollment is listed below for your reference. No further information is required for this topic.
(more information about Supplier Type)

Supplier Type Information

Supplier Type

OPIOID TREATMENT PROGRAM (OTP)

PREVIOUS TOPIC









PAR Status

PAR Status

Topic Summary

This topic requests information to determine if the applicant agrees to accept assignment for all covered services provided to Medicare patients. 🔳 (more information about PAR Status)

If you select "Yes" below, the following form must be completed and submitted along with your application:

CMS-460 Medicare Participating Physician or Supplier Agreement 🖾

PAR Status Information

* Does the applicant agree to accept assignment for all covered services provided to Medicare patients?

Yes

○ No

You have indicated that the applicant has PAR Status Information. Please click the "Next Topic" button or change the answer to the question above.









Physical Location

Physical Location and "Special Payments" Address

Information

· PAR Status Information was successfully added.

Topic Summary

This topic requests information about the Physical Location and "Special Payments" Address of the applicant's practice location and/or base of operations. (more information about Physical Location and "Special Payments" Address)

ADD INFORMATION

Filter Physical Location and "Special Payments" Address

Please provide one or more of the following options to filter your enrollments. Clicking on the Clear Filter button will clear the options and load the full list of enrollments.

Advanced Search

Physical Location and "Special Payments" Address Information

No Physical Location and "Special Payments" address has been listed. Please click "Add Information" above.

PREVIOUS TOPIC





N national government SERVICES

Physical Location and "Special Payments" Address

(*) Red asterisk indicates a required field.

Physical Location Type

* Is this physical location:

O A Practice Location?

○ A Base of Operations for Mobile Facility or Portable Units? (e.g. Home or Mobile/Portable Service Provider)

O Both a Practice and a Base of Operations Location?





Physical Location Address

CANCEL

	(*) Red asterisk indicates a required fi
Previously Entered A	ddress Information
Select an address or er	nter a new address in the fields below:
Select address	
APPLY D	
Physical Location Ac	ldress
Note: The Physical Loca which you are enrolling.	ation address being added or modified must be in the state in
Location Type: Practice	e Location
* Effective Date of Infor	mation
MM/DD/YYYY	
* Location Name	
* Address Line 1	
Address Line 2	
* City	
State (Tarritanus, CONNI	
State/Territory: CONN	ECHOOT
* ZIP Code +4	
XXXXX XXXX	
* Telephone x E	xtension
No Format Required	
E₋mail Address	
Is this the Primary F	
Note: The primary practi	ce location is only for Physician Compare.
	EVIOUS PAGE NEXT PAGE





Address Verification

Address Verification

(*) Red asterisk indicates a required field.

You must resolve the following error(s) to continue

 The provided address cannot be confirmed as a valid United States Postal Service (USPS) delivery point. Please provide a reason to continue with this address, or select Previous Page to return to the previous page.

Address Verification

The address you provided could not be confirmed as a valid United States Postal Service (USPS) delivery point.

Address Footnotes:

 The input address primary number is valid, but the secondary (apartment, suite, etc.) number is missing.

You may proceed with the address as entered after providing a reason or select Previous Page to try a different address.

Address you entered:

* Reason why an address not verified by the US Postal Service (USPS) is being used:

Maximum of 255 characters. You have 255 characters remaining.

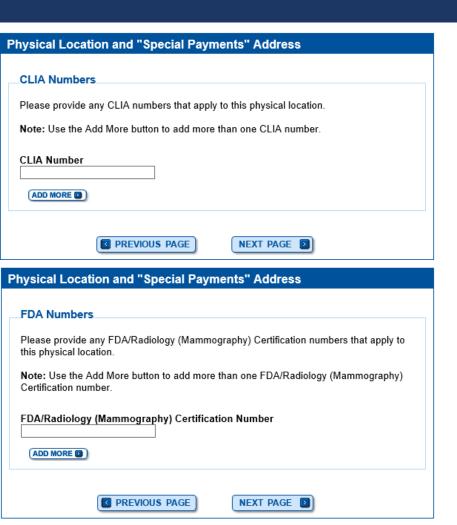
NEXT PAGE D





Claims Information

	(*) Red asterisk indicates a required field.
Claims Information	
Please provide the following information Letter or Medicare Contractor correspor	a, which can be found in the NPPES Validation adence associated with this location.
Medicare Identification Number (if iss	sued)
* National Provider Identifier (NPI)	
10 Digits	
TIN Type: EIN	
Tax Identification Number (TIN)	
XX-XXXXXXX	
* Is the CP-575 Legal Business Name o Validation Letter?	f ABC CARE the name printed on the NPPES
Yes	
No	
* Effective Date of this Practice Locat	ion





Special Payment Address

Ph	/sical	Location an	d "Spe	cial Pav	ments"	Addres
	Joioui	Location an	a ope	ciul i uy		1000

Practice Location Type	(*) Red asterisk indicates a required field.
* Is this practice location a: Select Type Other Health Care Facility (Specify)	~
PREVIOUS PAGE	NEXT PAGE

Treviously Ente	red Address Info	maton		
Select an addres	or enter a new ad	dress in the fie	elds below:	
Select address				
APPLY D				
"Special Payme	nts" Address (Do	mestic)		
opeoidi i dyine		mesuej		
of Information, Co you wish to not en point before you s	e to enter a Special intry, Address Line er a Special Payme ibmit this application before saving this p	1, City, State, an nts Address at t n, ensure that al	nd Zip Code are re this time and enter	quired fi it at a la
Country				
United States		~	SELECT	
Effective Date of	n Name: ABC Healt	hcare		
		hcare		
Effective Date of MM/DD/YYYY		hcare		
Effective Date of MM/DD/YYYY		hcare		
Effective Date of MM/DD/YYYY Address Line 1		hcare		
Effective Date of		hcare		
Effective Date of MM/DD/YYYY Address Line 1		hcare		
Effective Date of MM/DD/YYYY Address Line 1		hcare		
Effective Date of MM/DD/YYYY Address Line 1 Address Line 2 City		hcare		
Effective Date of MM/DD/YYYY Address Line 1 Address Line 2 City State/Territory		hcare		
Effective Date of MM/DD/YYYY Address Line 1 Address Line 2 City State/Territory Select State/Terr				
Effective Date of MM/DD/YYYY Address Line 1 Address Line 2 City State/Territory				
Effective Date of MM/DD/YYYY Address Line 1 Address Line 2 City State/Territory Select State/Terr ZIP Code +4				

PREVIOUS PAGE

SAVE D





Physical Location Summary

Information Physical Location and "Special Payments" Address Information was successfully added for ABC Healthcare at 300 George St.	Claims Information:
Topic Summary This topic requests information about the Physical Location and "Special Payments" Address of the applicant's practice location and/or base of operations. Information about Physical Location and "Special Payments" Address ADD INFORMATION Please provide one or more of the following options to filter your enrollments. Clicking on the Clear Filter button will clear the options and load the full list of enrollments. Image: Advanced Search	Information: Medicare Identification Number: Telephone Number: pending (999) 999-9999 National Provider Identifier (NPI): Fax Number: Tax Identification Number (TIN) Type: EIN TIN: E-mail address: CP-575 Indicator?: Yes Effective Date of this Practice Location: 01/01/2020
Records 1 - 1 of 1 Physical Location and "Special Payments" Address Information ABC Healthcare Location Type: Practice Location Practice Location Type: Other Health Care Facility : OTP	CLIA and FDA Certification Number(s):
Physical Location Address Special Payment Address Physical Address: Payment Address: Effective Date of Information: Effective Date of Information: 01/01/2020 Effective Date of Information:	Records 1 - 1 of 1
EDIT DELETE 01/01/2020	





Individual Control

iduals with Ownership Interest and/or Managing Control	
	Торіс
bic Summary	This to
	manag
topic requests information about individuals with ownership interest in and/or	All ma report
aging control of the applicant.	
nanaging employees for the practice locations listed on this enrollment must be	ADD
orted. 🗳 (more information about Individuals with Managing Control)	
	Indiv
lividuals with Ownership Interest and/or Managing Control Information Io Individuals with Ownership Interest and/or Managing Control have been listed. Iease click "Add Information" above.	Tax XXI Dat Titl
	ina
REVIOUS TOPIC GO TO ERROR CHECK 🔯 NEXT TOPIC 🔯	
	(iii)

nationa government

SERVICES

Individuals with Ownership Interest and/or Managing Control

Information

Is with Ownership Interest and/or Managing Control Information was ully added for Susan Stafford.

mary.

quests information about individuals with ownership interest in and/or ntrol of the applicant. employees for the practice locations listed on this enrollment must be (more information about Individuals with Managing Control)

MATION D

with Ownership Interest and/or Managing Control Information

Records 1 - 1 of 1

ification Number (SSN): XXX-XX-Final Adverse Legal Action ADD 🕥

sident

's Relationship to the Applicant: CTOR/OFFICER tive Date: 01/01/2020

AGING EMPLOYEE tive Date: 01/01/2020 ORIZED OFFICIAL

tive Date: 01/01/2020

DELETE D

Records 1 - 1 of 1

GO TO ERROR CHECK 💹





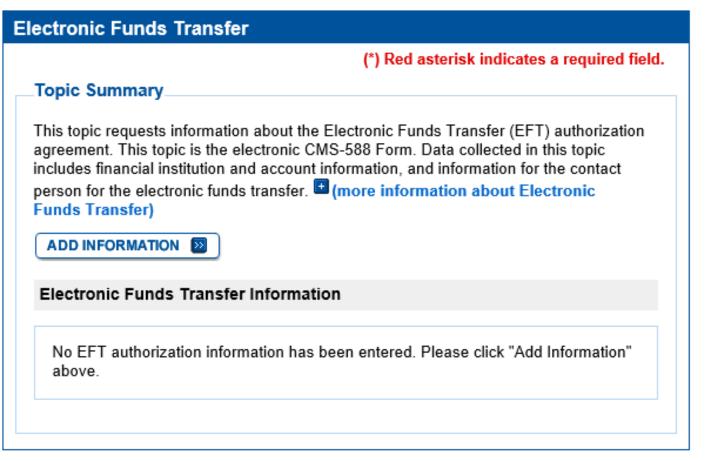
Contact Person Information

national government

Contact Person
Topic Summary The topic requests information about the person or persons that the Medicare contractor should contact if any questions exist about the application. (more information about Contact Person)
Contact Person Information
Address: 300 GEORGE ST Telephone: E-mail Address:
GO TO ERROR CHECK D NEXT TOPIC D



Electronic Funds Transfer













Required and/or Supporting Documentation

Required and/or Supporting Documentation

(*) Red asterisk indicates a required field.

Topic Summary

This topic covers information pertaining to required and/or supporting documentation you will need to furnish to your Medicare Administrative Contractor (MAC) to process your Medicare enrollment application. Based on information you provide in your enrollment application, PECOS displays a checklist of the types of required and/or supporting documentation you need to provide to your MAC.

For each document, you have the option of selecting which delivery method to use upload a digital copy or send a hard copy via U.S. Mail. PECOS provides a feature to upload digital copies of documents from your computer that you want to deliver to your MAC with the Internet-based PECOS enrollment application.

Medicare Administrative Contractor Information:

N/A

Please remember that your application could be delayed or not processed if any required and/or supporting documentation is missing from your Medicare enrollment application. If you have questions about required and/or supporting documentation, please contact your MAC.

Instructions for Completing This Topic

There are three steps to complete for this topic. Step 1 and Step 2 are required; Step 3 is required only if you are uploading digital copies of documents identified in Step1 now.

Step 1. Review the required and/or supporting documentation, optionally, identify the delivery method for each document; optionally, print the other required documentation; and save the checklist.

Step 2. Confirm that you want to upload digital copies of the required or supporting documents.

Step 3. Upload digital copies of the documents. (Step 3 might not appear depending on your response in Step 2)

Step 2: Confirm that you want to upload digital copies of the documents now

Instructions for this step: If you selected the Upload delivery method for any documentation selected in Step 1, and you want to upload them now, please select "Yes". If you did not select the Upload delivery method for any documentation Step 1, you did not complete Step 1, or you do not want to upload the documents now, please select "No".

You may return to this topic at a later time - but before application submission - to upload documents.

* Do you want to upload one or more documents with your Medicare enrollment application now?

• Yes, I would like to upload one or more documents now.

○ No, I do not want to upload any documents now. (You may upload documents at a later time.)

Document Information

No documents have been listed. Please answer the question above.



GO TO ERROR CHECK 🔊







View and Print Certification Statements

Documentation Requiring Signatures: MUST E-SIGN or UPLOAD	View and Print Documentation	Comments
Authorized Official Certification Statement for Clinics and Group Practices PDF]	ication Statement for s and Group Practices	
lote: Please do not mail a igned Certification Statement. Signature locuments must be either e-signed or uploaded.		
Form CMS-588, Electronic Funds Transfer EFT) Authorization greement	ic Funds Transfer uthorization	
lote: Please do not mail a igned Certification Statement. Signature locuments must be either e-signed or uploaded.		
ote: Documents in PDF form xperience problems with PDF eader® ⊑.		





Upload Documents

Step 3: Upload digital copies of the documents.

Instructions for this step: This step is required only if you selected the Upload delivery method for any documents you identified in Step 1. Complete Step 2 before Step 3.

Please select any required or supporting documents you identified in Step 1 with the Upload delivery method and upload them below as attachments to your Medicare enrollment application. Please select the document type, the document name, and click the UPLOAD button to attach each file to your Medicare enrollment application.

Documents you upload appear in the Current Uploaded Documents table.

Send hard copies of the documents you identified with the Mail delivery method in Step 1 to your MAC via U.S. Mail.

Note: Please do not upload your signed documents in this section. You will be able to upload them on the Manage Signatures page of the submission process.

Please do not upload the following documentation. Doing so might delay processing your application and could require further action:

Form CMS-855A, Form CMS-855B, Form CMS-855I, Form CMS-855S, or Form CMS-855S.

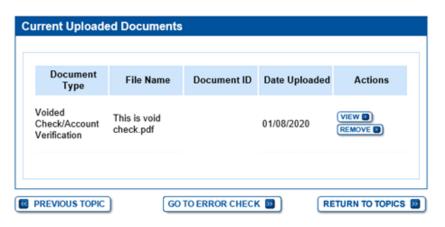
File Upload Constraints:

- You may upload only PDF or TIFF formatted document files that are 10MB or less.
- · You may upload only 100 or fewer documents per application submission.
- Each uploaded file may only contain one document. Files with multiple documents are not valid.



Select Document Type

Document not in List Accreditations Adverse Legal Action/Conviction Attestation Letter Bank Waiver Letter Bill of Sale/Sale Agreement Business License/Certification/Registration CMS-1561 Provider Agreement Centralized Flu Biller Approval Letter Contracts for interpreting physicians who read off site Copy of the Opioid Treatment Program's Operating Certificate Delegated Official's W-2 Employment agreements for technicians Form CMS-460 IRS Determination Letter (Non-Profit) (501(c)(3)) IRS Form 8832, IRS Confirmation (Disregarded Entity) Lease/Rental Agreement Official IRS document confirming TIN and LBN Organization Diagram Passport Pay.gov receipt/Waiver Request Phone/Power Bill Proof of Death Document Proof of Overpayment Resolution Stock Certificate/Transfer Voided Check/Account Verification





Error/Warning Check

	Topic View	Fast Track View	Error/Warning Check				
E	Enrollment Subm	ission					
	Note: Your application is ready for submission. Please select the Begin Submission button. BEGIN SUBMISSION D						
Pac	ollment ID: ID: b Tracking ID:						
E	Errors for this En	rollment					
٨	No Errors were found for this enrollment application.						
١	Varnings for this	Enrollment					
١	No Warnings were fo	ound for this enrollment a	pplication.				





Manage Signatures

		E-Signature Submission
Manage Signatures		(') Red asterisk indicates a required field.
	(*) Red asterisk indicates a required field.	E-Signature Instructions Review all application documentation prior to e-signing. Acceptance of all applicable Terms and Conditions is a requirement to e-sign. To e-sign the enrolment application, follow the steps below:
Name: ABC CARE Web Tracking ID:	TIN: XX-XXXXXXX	 Review all applicable Terms and Conditions. Read and scroll to the end of each document window to enable the acceptance checkbox. Select each checkbox to accept all applicable Terms and Conditions.
statement(s),authorization statement(s),	ed documents. Please upload your certification and CMS-588 forms on this page, or after ollments page and selecting the Manage Signatures	Certification Statement Terms and Conditions
option.	sintents page and selecang the manage orginatores	PENALTIES FOR FALSIFYING INFORMATION
Note: Users will no longer be able to ma Electronic or Upload.	il in signature documents. Please select either	This section explains the penalties for deliberately furnishing false information in this application to gain or maintain enrollment in the Medicare program. 1. 18 U.S.C. § 1001 authorizes criminal penalties against an individual who, in any matter within the jurisdiction of any department or agency of the United
,	th an ITIN will not be able to submit electronic cials with an ITIN entered on this application <u>must</u> <u>s</u> .	States, knowingly and willfully falsifies, conceals or covers up by any trick, scheme or device a material fact, or makes any false, fictilious, or fraudulent statements or representations, or makes any false writing or document knowing the same to contain any false, fictilous or fraudulent statement or entry. Individual offenders are subject to fines of up to 5250,000 and imprisonment for up to five years. Offenders that are organizations are subject to fines of up to 5500,000 (18U.S.C. § 3571). Section 3571(d) also authorizes fines of up to twice the gross gain derived by the offender if it is
Please select a signature method f	for each signer:	greater than the amount specifically authorized by the sentencing statute.
Name [You] SSN: XXX-XX-XXXX * Signature Method for @ E-Sign (Sign Now) O Upload	Role: AUTHORIZED OFFICIAL Document: ELECTRONIC FUNDS TRANSFER (EFT) AUTHORIZATION AGREEMENT Role: AUTHORIZED OFFICIAL Document: AUTHORIZED OFFICIAL CERTIFICATION STATEMENT FOR CLINICS AND GROUP PRACTICES	CERTIFICATION STATEMENT FOR INDIVIDUAL PRACTITIONERS As an individual practitioner, you are the only one who may sign this application. The authority to sign the application on your behalf may not be delegated to any other person. The Certification Statement contains certain standards that must be met for initial and continuous enrollment in the Medicare program. Review these requirements carefully. By signing the Certification Statement, you agree to adhere to the following requirements listed therein and acknowledge that you may be denied entry to or revoked from the Medicare program if any requirements are not met. You must sign the Certification Statement below in order to be enrolled in the Medicare program. In doing so, you are attesting to meeting and maintaining the
Sign Now		Medicare requirements stated below. 1. I have read the contents of this application, and the information contained ~
PREVIOUS PAGE	NEXT PAGE	 Do you accept the Terms and Conditions? Yes, I have read and agree to the certification statement terms and conditions. I certify that I intend my electronic signature on this certification statement to be the legally binding equivalent of my traditional handwritten
	HEAT PAGE	signature. PREVIOUS PAGE NEXT PAGE





Manage Signatures

RETURN TO MY ENROLLMENTS

Role: AUTHORIZED OFFICIAL Document: ELECTRONIC FUNDS TRANSFER (EFT) AUTHORIZATION AGREEMENT Sign (Sign Now) pload Role: AUTHORIZED OFFICIAL Document: AUTHORIZED OFFICIAL CERTIFICATION STATEMENT FOR CLINICS AND GROUP PRACTICES
You may upload a signature document now, prior to application submission, or after ubmission of this application. To upload a signature document after submission, or to ge the signature method, navigate to the My Enrollments page, find this application, select the Manage Signatures option. following documents can be used to upload a signature: Signature page from the corresponding Medicare provider/supplier enrollment application form available on the CMS website. Signature page from the Required/Supporting Documentation topic, or from the My Enrollments Page select this application then select View > View Printable Certification pload a signature document now, browse for the file then select the Upload button. ument: ELECTRONIC FUNDS TRANSFER (EFT) AUTHORIZATION AGREEMENT Browse UPLOAD DUP PRACTICES Drovse UPLOAD DUP CALLES DOCUMENTS DUPLOAD DUP CALLES DUPLOAD DUPLOAD DUP CALLES DUPLOAD DUPLOAD





Complete Submission

View Application being submitted 💭

Submission Page			
(*) Red asterisk indicates a required field.	Required and Supporting	Documents	
Contact and Processing	inclance and cappointing		
The Medicare Contractor(s) listed here would be responsible for processing your electronic and printed application materials. If more than one contractor is listed, you must mail copies of print documents to each contractor listed. You must mail all required print documents within 15 days of submitting the electronic part of your application. Note: It is recommended that the applicant select the Medicare Contractor of the Chain Home Office.	uploaded as part of your subm read the notes below. Do not upload to your sub	upporting Documents must be nission. Some documents may mission: rovider/supplier enrollment app	r not be uploaded. Please
Select Medicare Contractor NATIONAL GOVERNMENT SERVICES, INC.	Required and/or Supportin	g Documents:	
Application Fee Payment Information	Note: Expand for document	nt details.	
Institutional Providers who are submitting applications for the following reasons are required to pay the Provider Enrollment Medicare Application Fee: Revalidations Reactivations, unless the deactivation was a result of non-submission of claims for		eent or change the delivery me base select the Cancel button a ation topic.	
four consecutive quarters Providers who are enrolled in Medicare but have not yet established a record in PECOS may be required to submit an Initial Enrollment application to establish a record in PECOS. If the reason for the application submittal is to change the	Documentation Requiring Signatures: MUST E-SIGN or UPLOAD	View and Print Documentation	Comments
information on the existing Medicare enrollment, and is not for the purpose of adding a practice location, then the provider is not required to pay the application fee. Year:2024 Amount: \$709	 Authorized Official Certification Statement for Clinics and Group Practices [PDF] 	View and Print [PDF]	
* Would you like to pay the application fee now? Yes No I have already submitted payment for this application	Note : Please do not mail a signed Certification Statement. Signature documents must be either e-signed or uploaded.		
Click the Refresh button to view the latest Payment Information.	Form CMS-588, Electronic Funds Transfer (EFT) Authorization	View and Print [PDF]	
Reason(s) for submission:	Agreement		
 A Medicare Part B supplier is enrolling in the Medicare program for the first time to bill for Part B services. 	Note : Please do not mail a signed Certification Statement. Signature documents must be either e-signed or uploaded.		
Reports			
Select the hyperlink to view the Application being submitted:	S PREVIOUS	PAGE COMPLETE SUBMI	SSION 💽





Submission Confirmation

IMPORTANT!

Your enrollment application with any uploaded documentation has been submitted to your fee-for-service contractor.

Required and/or supporting documentation not e-signed or uploaded must be mailed in to the fee-for-service contractor.

You indicated the following documentation will be provided by mail/paper:

 Form CMS-460, Medicare Participating Physician or Supplier Agreement

 Copy of IRS Form CP 575 or other official IRS communication confirming Tax Identification Number and Legal Business Name

Your application may be delayed or not processed if any required/supporting documentation is missing.

OK

Submission Complete You have successfully submitted your application! You have successfully submitted your application! Remember to: • Make sure all required and supporting documents that require a signature are signed. • Mail all required and supporting documents that neguire a signature are signed. • Mail all required and supporting documents that neguire a signature are signed. • Mail all required and supporting documents that has not been uploaded to your Medicare Contractor within 15 days of submitting the electronic part of your application. Your application is not complete until the Medicare Contractor(s) receives the signed required documentation of your application in the mail. • Any required and/or supporting documentation not uploaded must be mailed in to the fee-for-service contractor. • Your application may be delayed or not processed if any required/supporting documentation is missing. • If you are submitting an application with Electronic Funds Transfer (EFT) Information,

100%

- If you are submitting an application with Electronic Funds Transfer (EFT) Information, please include confirmation of account information on bank letterhead or a voided check.
- Print this page for your records. Note: You can print and/or save copies of the application and required documents for your records by visiting the "My Enrollments" page.
- You will receive e-mails about your application status. Make sure to add "customerservice-donotreply@cms.hhs.gov" to your safe sender list.

You have successfully submitted your application!

My Application Progress





Enrollment Records

Existing Enrollments

Contractor: NATIONAL GOVERNMENT SERVICES, INC. State: ILLINOIS Type/Specialty:



Enrollment Type: 855A Medicare ID: View Medicare ID Report Status: APPROVED View Approved Enrollment Record

Practice Location: 701 W NORTH AVE,

Existing Reassignments: 0 Pending Reassignments Applications: 0 View/Manage Reassignments

New Enrollments

Contractor: NATIONAL GOVERNMENT SERVICES, INC. State: CONNECTICUT Type/Specialty: OPIOID TREATMENT PROGRAM (OTP)

(VIEW 💽
AGE SIGNAT	URES 💽

Enrollment Type: 855B Medicare ID: pending Status: AWAITING PROCESSING View Awaiting Processin g Application -Practice Location: 300 George St,

Tracking ID:





Supporting Documents

Supporting Documents

- SAMHSA certification and/or copy of renewal letter
- State Operation License
- Drug Enforcement Administration License
- CMS-1561 Provider Agreement
- IRS CP575 or CP147c
 - Tax Identification for Legal Business Name
- Nonprofit IRS determination letter





Supporting Documents

- Voided check or bank confirmation letter
- Organizational flow chart (Managing Control)
- Final adverse legal action documentation and solution
- Attestation for government entities and tribal organizations





Application Fee

- Application Fee receipt
 - 2024 application fee = **\$709**
 - <u>Pay fee online</u> via credit card, debit card or check
 - No hardcopy checks can be accepted by NGS
 - Submit receipt of payment with application
 - \checkmark Enables contractor to quickly verify payment was made





Process after Submission

Process After Submission

- Contact person on application will receive by email
 - Acknowledgement Notice
 - $\checkmark\,$ Add to safe sender list
 - customerservice-donotreply@cms.hhs.gov
 - NGS-PE-Communications@elevancehealth.com
 - Development requests for additional information
 - ✓ Respond within 30 days
 - Log into PECOS to make necessary corrections or upload the required documents, view and manage signatures
 - Response letter
 - ✓ Rejection letter for incomplete/no response to development request
 - ✓ Approval





Check Application Status

Check Application Status Tool

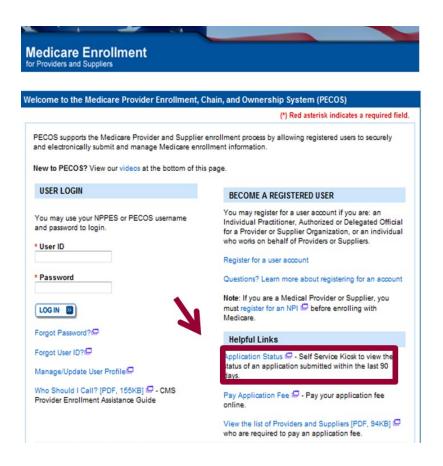
Go to <u>our website</u> > Resources > Tools & Calculators > <u>Check Provider</u> <u>Enrollment Application Status</u>

		rollment application.		
Search				
	below either a valid case n	umber/web tracker ID (0	Option 1) or a valid National Pro	vider Identi
-				viaer identi
		-		
Optic	on 1	Option 2		
Case Number / Web Tracker Id		NPI		
		TIN (last five digits)		1
5	earch please enter into a field five digits of the Tax Identificat	earch please enter into a field below either a valid case n five digits of the Tax Identification Number (TIN) combina	wearch please enter into a field below either a valid case number/web tracker ID (C five digits of the Tax Identification Number (TIN) combination (Option 2). Option 1 Case Number / Web Tracker Id	wearch please enter into a field below either a valid case number/web tracker ID (Option 1) or a valid National Profive digits of the Tax Identification Number (TIN) combination (Option 2). Option 1 Option 2 Case Number / Web Tracker Id NPI





PECOS Application Status



Provider & Supplier Resources

- CMS.gov/Providers Section of the CMS.gov website that is designed to provide Medicare enrollment information for providers, physicians, non-physician practitioners, and other suppliers.
- Enrollment Checklists Review checklists of information needed to complete an application for various provider and supplier types.

- Ordering & Referring List View the Ordering & Referring List to verify eligibility to order or refer Medicare services for beneficiaries.
- Ordering and Referring Information [PDF, 1.84MB]
 Learn about the Ordering & Referring enrollment process.

Enrollment Tutorials

- Change of Information: Step-by-step demonstration of how to update or change information for an existing enrollment already on file with CMS.
 Individual Provider P or Organization/Supplier P
- Revalidation: Step-by-step demonstration on how to submit your revalidation application using PECOS. Individual Provider □ or Organization/Supplier □
- Deactivated:
 Example of how to deactivate an existing enrollment record.
 Individual Provider
- Reactivation: Step-by-step demonstration of how to re-enroll based on enrollment information that already exists in PECOS. Organization/Supplier
- Adding a Practice Location (DMEPOS Only): Demonstration of how to add a new practice location for DMEPOS supplier who is already enrolled with CMS. DME Supplier IP

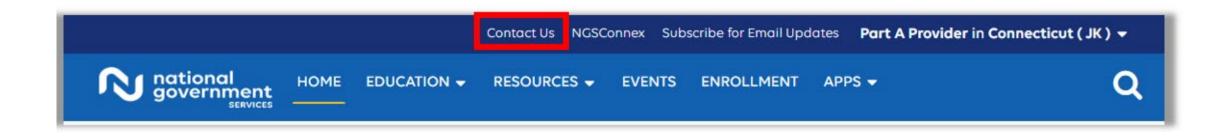




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Contact Information

NGS Website



Mailing Addresses

For ADRs, claims, EDI, FOIA, medical policy, enrollment, or other inquiries.

Provider Enrollment







Contact Information

For Assistance With	Contact	Contact Information
 Changing an NPPES password Establishing a new user ID and password for NPPES Questions related to the NPI application 	NPI Enumerator	Phone: 800-465-3203 TTY: 800-692-2326 Email: <u>customerservice@npienumerator.com</u>
 Errors encountered while accessing or entering information in PECOS Forgotten PECOS user IDs and passwords 	EUS Help Desk	Phone: 866-484-8049 TTY: 866-523-4759 Email: <u>EUSSupport@cgi.com</u> Live Chat: <u>https://eus.custhelp.com/</u>



Resources

<u>CMS Opioid Treatment Programs</u>

CMS.gov a	Centers for Medi	dicare & Medicaid Services		About CMS Newsroom Data & Research				
Medicare 🗸	Medicaid/0	CHIP 🏏 🛛 Ma	rketplace & Private	Insurance 🗸	Priorities 🗸	Training & Education \checkmark		
Medicare > Payment > Opioid Treatment Programs (OTP)								
	Overview	Enrollment	Billing/Payment	Medicaid	Medicare Advantage	Plans		
Opioid Treatment Programs (OTP)		New for CY	2024: sician Fee Schedul	<u>e</u> final rule:				
Enrollment		 Extends the flexibility through the end of CY 2024 to provide periodic assessments via audio-only when video isn't available, when authorized by SAMHSA and DEA The CY 2024 Hospital Outpatient Prospective Payment System and Ambulatory Surgical Center Payment 						
Billing & Payment								
Medicaid	 <u>System</u> final rule: Establishes a weekly payment adjustment for an Intensive Outpatient Program (IOP) provided by a 						/ an	
Medicare Advantage p	lans		id use disorder tre medically reason	,				
		 Can't be duplicative of any service paid for under any bundled payments billed for an episode of care in a given week 						





Connect with us on Social Media





Text NEWS to 37702; Text GAMES to 37702



www.MedicareUniversity.com Self-paced online learning

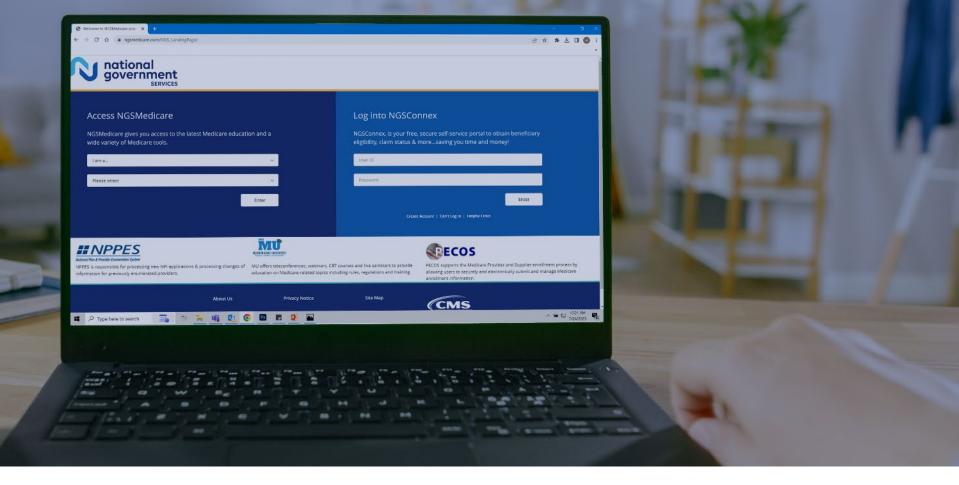


LinkedIn Educational Content





Find us online





www.NGSMedicare.com Online resources, event calendar, LCD/NCD, and tools



IVR System

The interactive voice response system (IVR) is available 24-hours a day, seven days a week to answer general inquiries



NGSConnex Web portal for claim information



Sign up for Email Updates

Subscribe for Email updates at the top of any NGSMedicare.com webpage to stay informed of news





Questions?

Thank you! A follow-up email will be sent to attendees with the Medicare University Course

Code.