

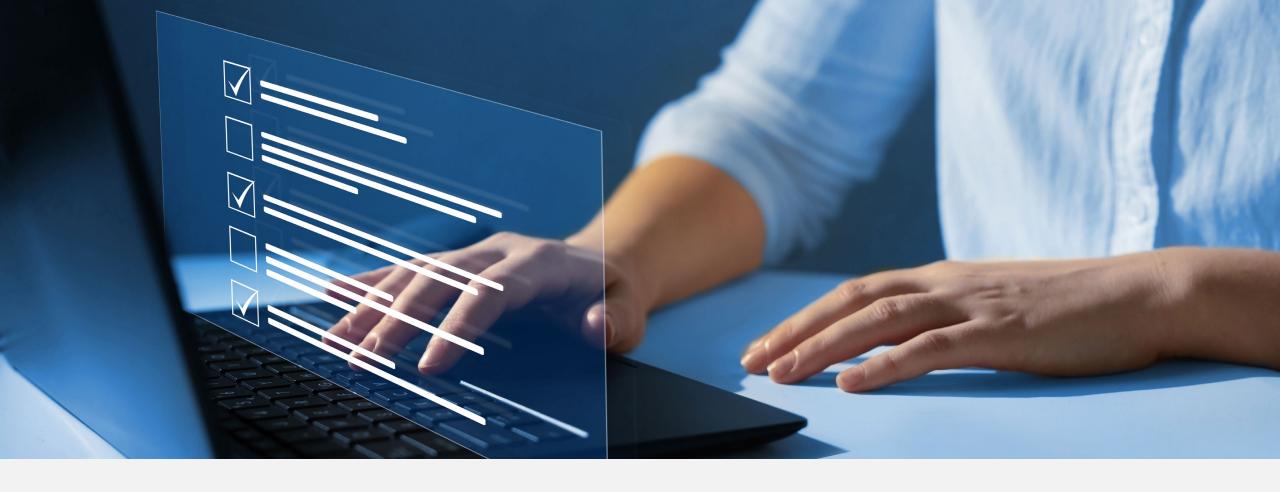


Provider Enrollment: Opioid Treatment Program

8/15/2023





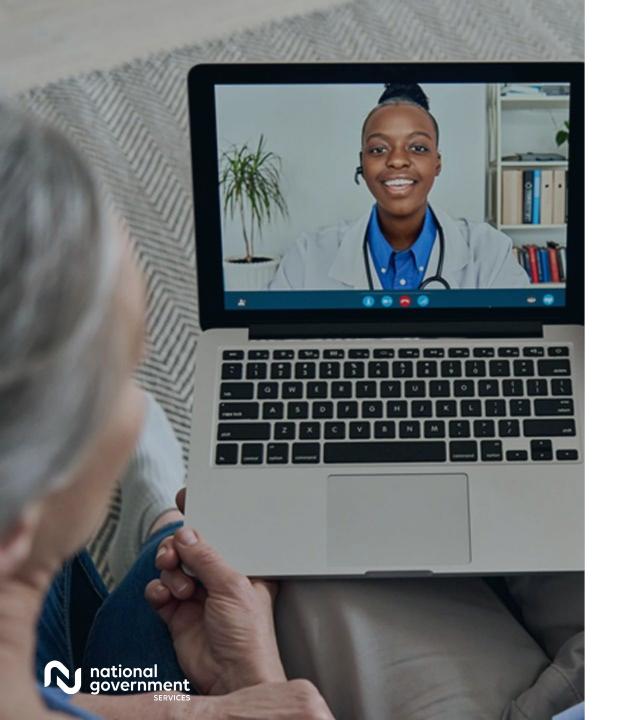


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Recording

Attendees/providers are never permitted to record (tape record or any other method) our educational events. This applies to webinars, teleconferences, live events and any other type of National Government Services educational events.

Today's Presenters

Provider Outreach and Education Consultants

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













- 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)
- Opioid Treatment Programs (OTPs) Medicare Billing and Payment
- 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

- Certified by the Substance Abuse and Mental Health Services
 Administration (SAMHSA)
- State Operation License
- Registration through the local Drug Enforcement Administration office
- CMS-1561 Provider Agreement 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
 - CMS-855A (Institutional Providers)
 - <u>CMS-855B</u> (Clinics/Group Practices and Certain Other Suppliers)
 - CMS-588 (EFT Authorization Agreement)
- Opioid Treatment Programs (OPTs) Medicare Enrollment
- Mailing addresses
 - NGS website > 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 identiy 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 🖃 to setup your account.

USER LOGIN

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

* User ID

* Dassword

LOG IN

Forgot Password?

Forgot User ID?

Manage/Update User Profile

Who Should I Call? [PDF, 155KB] - CMS Provider Enrollment Assistance Guide

BECOME A REGISTERED USER

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

Provider & Supplier Resources

- CMS.gov/Providers Section of the CMS.gov website that is designed to provide Medicare enrollment information for providers, physicians, nonphysician practitioners, and other suppliers.
- Enrollment Checklists Review checklists of information needed to complete an application for various provider and supplier types.
- Medicare Learning Network® (MLN) Helpful articles and tutorials about changes in Medicare enrollment

- Revalidation Notice Sent List Check to see if you have been sent a notice to revalidate your information on file with Medicare.
- Ordering, Certifying, or Prescribing Practitioners List - View the Ordering, Certifying, or Prescribing Practitioners List to verify eligibility to order or certify items or services to Medicare beneficiaries, or prescribe part D drugs.
- Ordering, Certifying, or Prescribing Information [PDF, 1.64MB] - Learn about the Ordering, Certifying, or Prescribing enrollment process.

Enrollment Tutorials

· Initial Enrollment:

Step-by-step demonstration of an initial enrollment application in PECOS. Individual Provider 🖾 or Organization/Supplier 🖾

· Change of Information:

Step-by-step demonstration of how to update or change information for an existing enrollment already on file with

Individual Provider 🗗 or Organization/Supplier 🖵

Step-by-step demonstration on how to submit your revalidation application using PECOS. Individual Provider 🗗 or Organization/Supplier 🖵

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 🖾

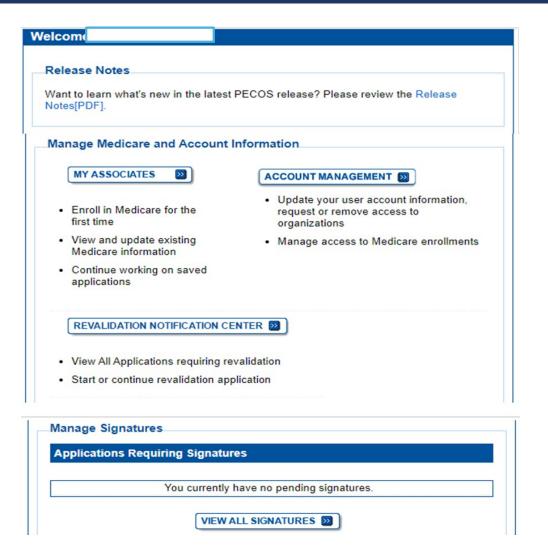
· Adding a Practice Location (DMEPOS Only):

Demonstration of how to add a new practice location for DMEPOS supplier who is already enrolled with CMS. DME Supplier 🖃





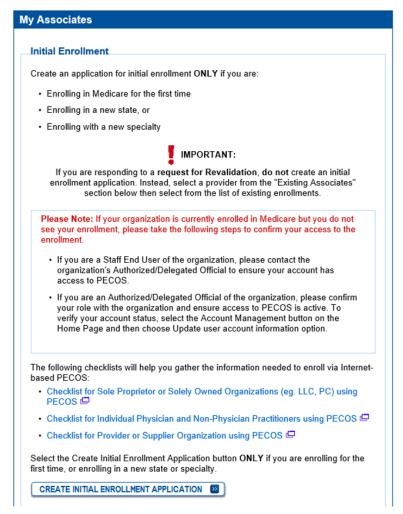
My Associates

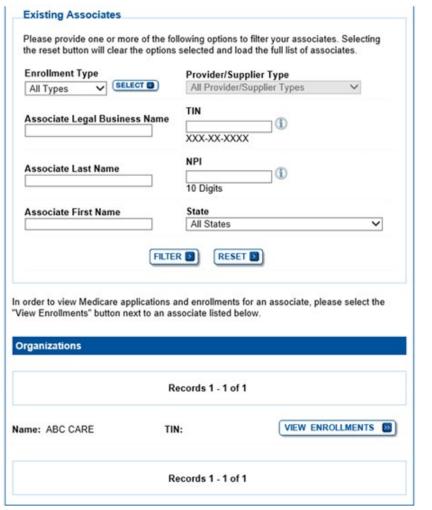






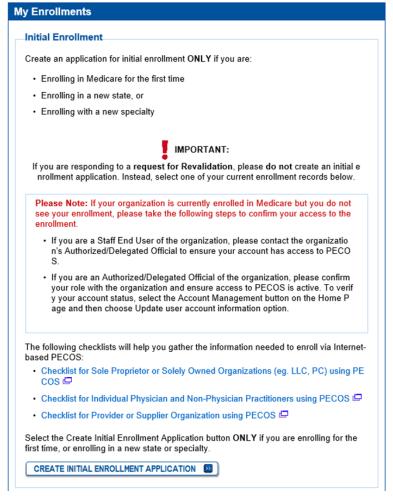
View Enrollment

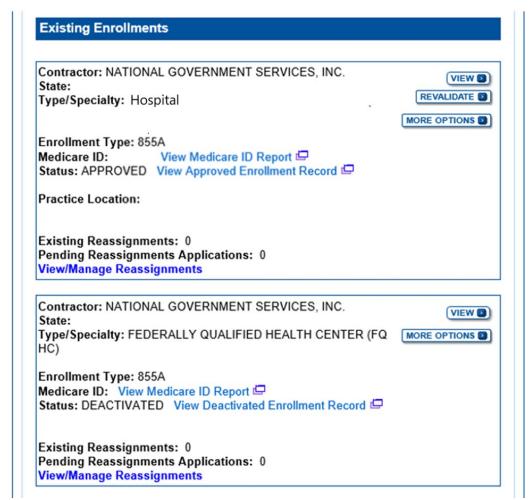






My Enrollments

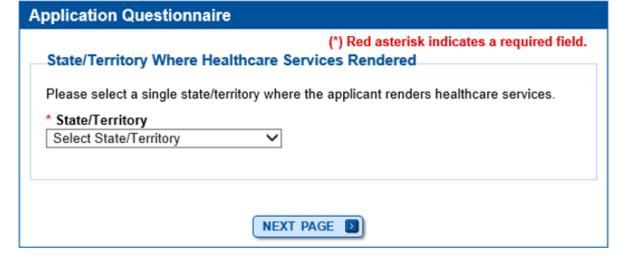






Application Questionnaire

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) NEXT PAGE D

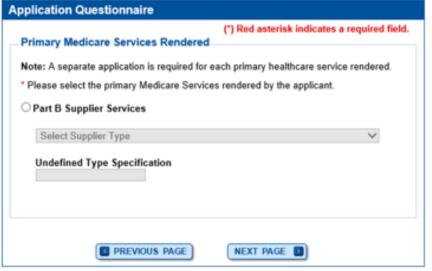


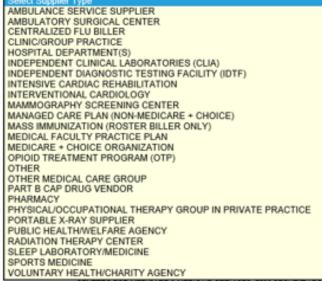






Part B



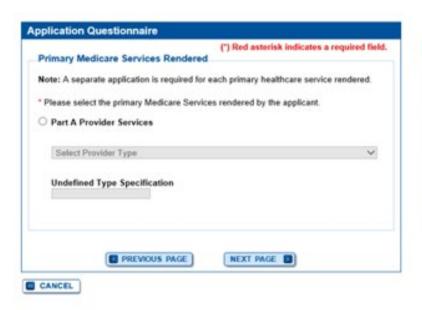








Part A



ı	Select Provider Type
	COMMUNITY MENTAL HEALTH CENTER
ı	COMPREHENSIVE OUTPATIENT REHABILITATION FACILITY
ı	CRITICAL ACCESS HOSPITAL
ı	END-STAGE RENAL DISEASE FACILITY (ESRD)
	FEDERALLY QUALIFIED HEALTH CENTER (FQHC)
ı	HISTOCOMPATIBILITY LABORATORY
ı	HOME HEALTH AGENCY
I	HOSPICE
ı	HOSPITAL
ı	INDIAN HEALTH SERVICES FACILITY
	ORGAN PROCUREMENT ORGANIZATION (OPO)
	OTHER
1	OUTPATIENT PHYSICAL THERAPY/OCCUPATIONAL THERAPY/SPEECH PATHOLOGY SERVICES
1	RELIGIOUS NON-MEDICAL HEALTH CARE INSTITUTION (RNHCI)
1	RURAL HEALTH CLINIC
ı	SKILLED NURSING FACILITY







Start Application

Confirm Reason for Application

Medicare Part B Enrollment

Based on your responses, the following reason for application was identified.

 A Medicare Part B supplier is enrolling in the Medicare program for the first time.

The application is for:

Legal Business Name	Tax Identification Number (TIN)	Supplier Type	State
ABC CARE		OPIOID TREATMENT PROGRAM (OTP)	

Clicking on the 'Start Application' button will create a Medicare application using the above information.

Please note: After you click 'Start Application' a Web Tracking ID will be created. This does not mean that your application has been submitted.

At the conclusion of this process:

CANCEL

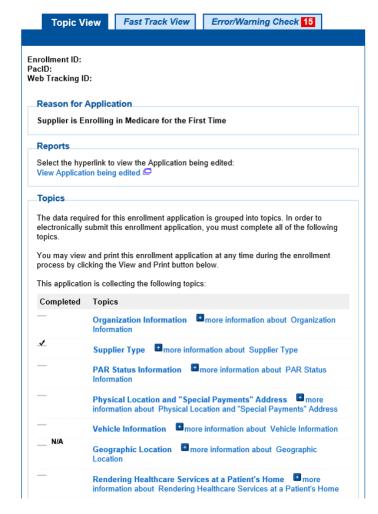
- The application is submitted to the appropriate Medicare fee-for-service contractor for processing
- An Authorized Official representing the supplier must sign a statement certifying the submitted information
- The certification statement, additional required signatures, and required attachments must be electronically signed or mailed to the identified fee-for-service contractor(s)
- The Medicare enrollment is finalized after the fee-for-service contractor processes this application and approves the information
- Any required and/or supporting documentation not uploaded must be mailed in to the fee-for-service contractor

START APPLICATION 🔯





Topic View

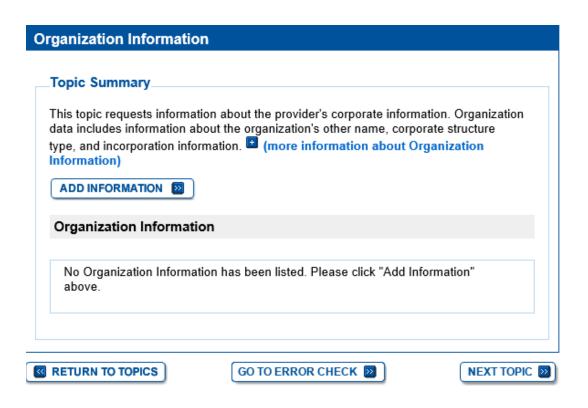


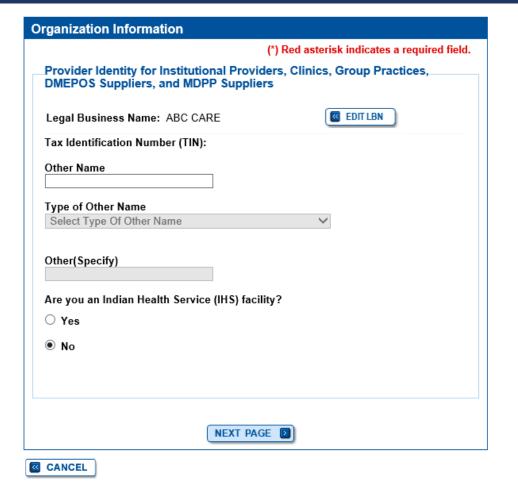






Organization Information

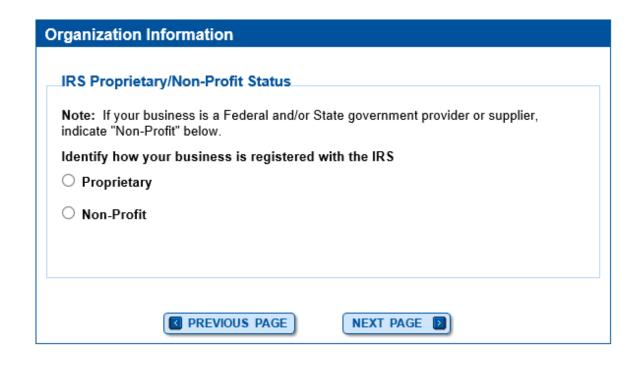


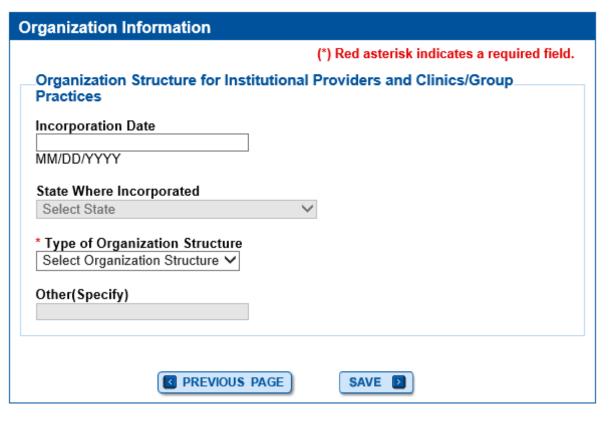






Organization Information

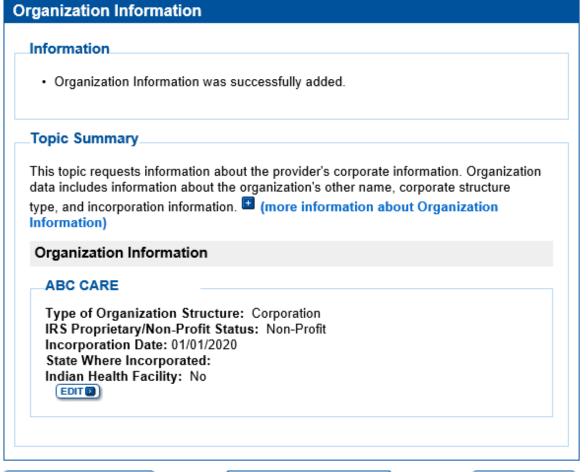








Organization Information Summary





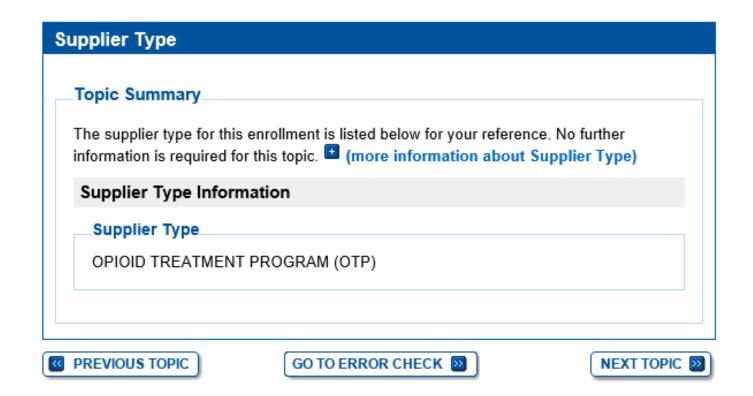








Supplier Type





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 O 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.



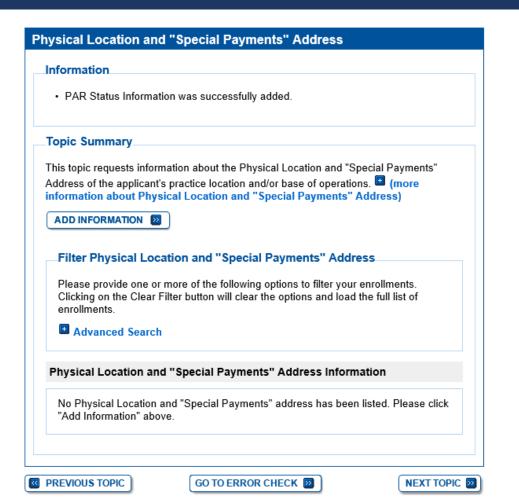


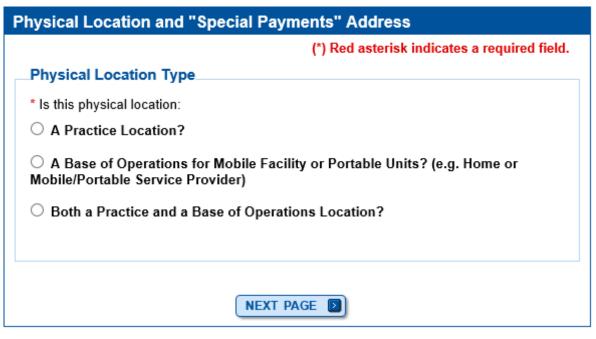






Physical Location







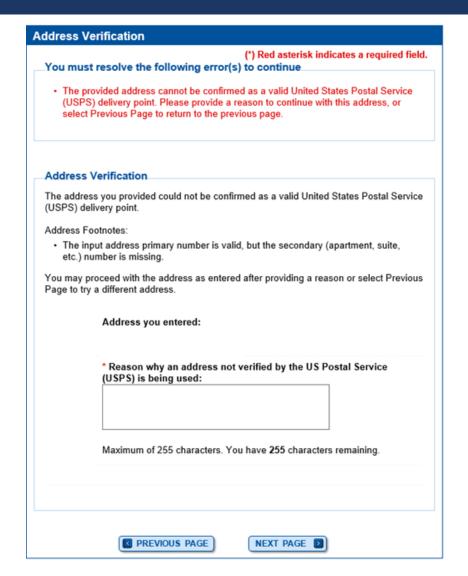
Physical Location Address

hysical Location and "Special Payments" Address	
(*) Red asterisk indicates a required field	
Previously Entered Address Information	
Select an address or enter a new address in the fields below:	
Select address APPLY APPLY APPLY APPLY APPLY APPLY APPLY APPLY APPLY APPLY APPLY APPLY APPLY APPLY APPLY APPLY APPLY APPLY APPLY APPLY APPLY APPLY APPLY APPLY APPLY APPLY APPLY APPLY APPLY APPLY APPLY APPLY APPLY APPLY APPLY APPLY APPLY APPLY APPLY APPLY APPLY	
Physical Location Address	
Note: The Physical Location address being added or modified must be in the state in	
which you are enrolling.	
Location Type: Practice Location	
* Effective Date of Information	
MM/DD/YYYY	
* Location Name	
* Address Line 1	
Address Line 2	
* City	
State/Territory: CONNECTICUT	
* ZIP Code +4	
XXXXX XXXX	
* Telephone x Extension	
×	
No Format Required	
E-mail Address	
☐ Is this the Primary Practice Location? Note: The primary practice location is only for Physician Compare.	
■ PREVIOUS PAGE NEXT PAGE ■	
CANCEL	_





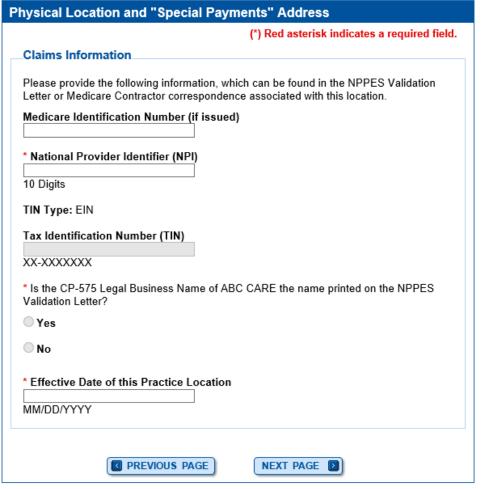
Address Verification

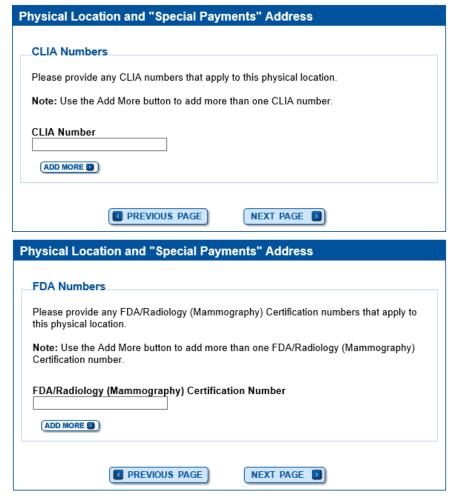






Claims Information

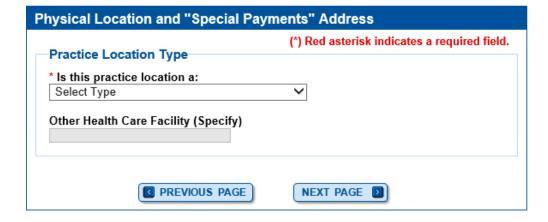


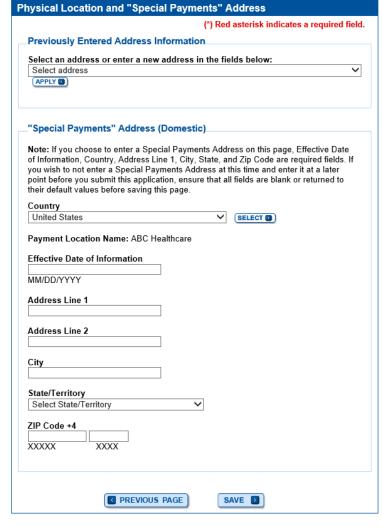






Special Payment Address

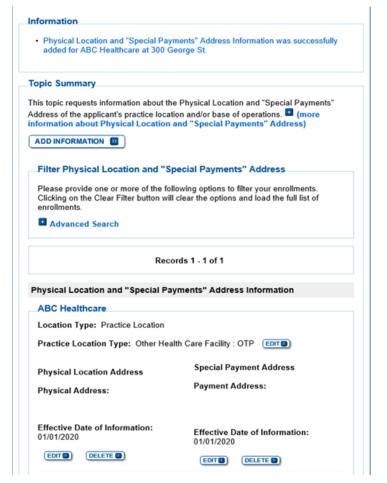


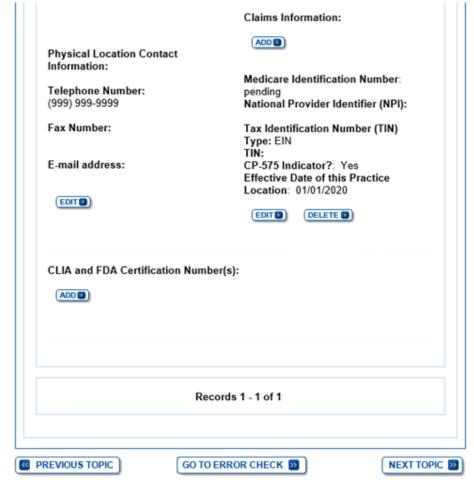






Physical Location Summary

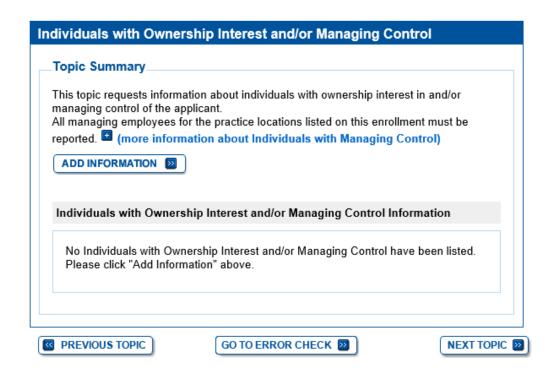


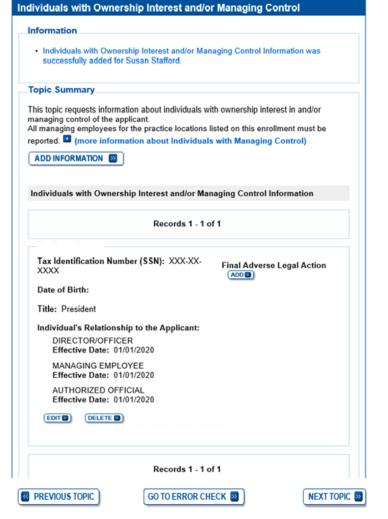






Individual Control







Contact Person Information



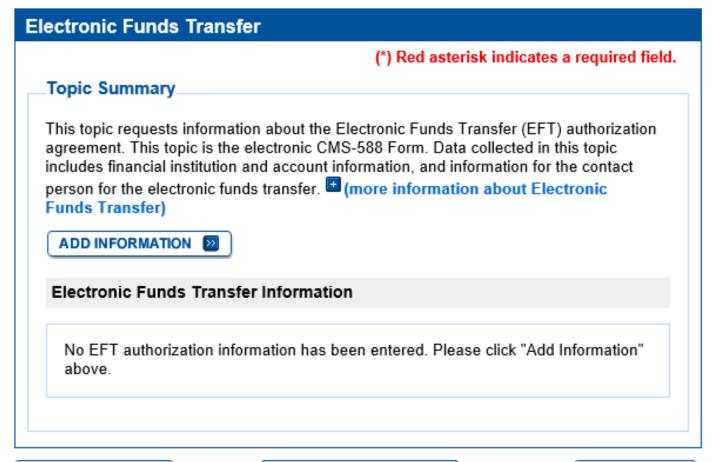








Electronic Funds Transfer













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.

☑ PREVIOUS TOPIC

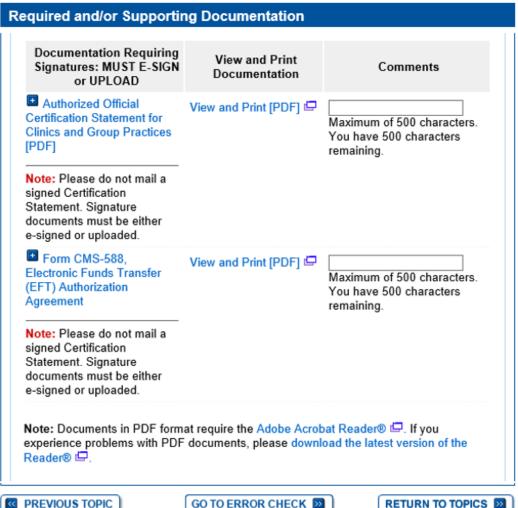
GO TO ERROR CHECK [8]

RETURN TO TOPICS 🔯





View and Print Certification Statements













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.

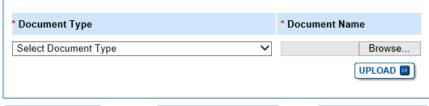
Note: Please do not upload your signed documents in this section. You will be able to upload them on the Manage Signatures page of the submission process.

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-855R, Form CMS-855S, or Form CMS-855O.

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.

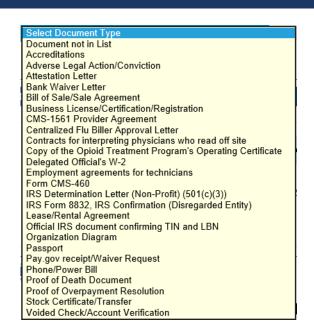


GO TO ERROR CHECK DO

RETURN TO TOPICS D



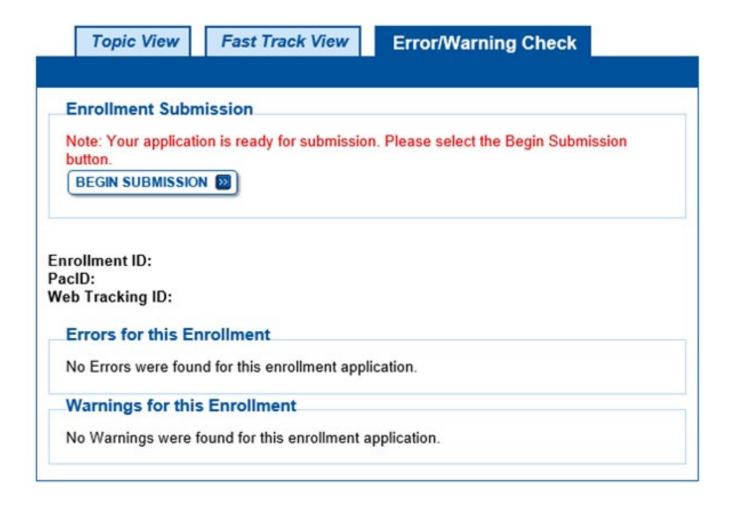
REVIOUS TOPIC







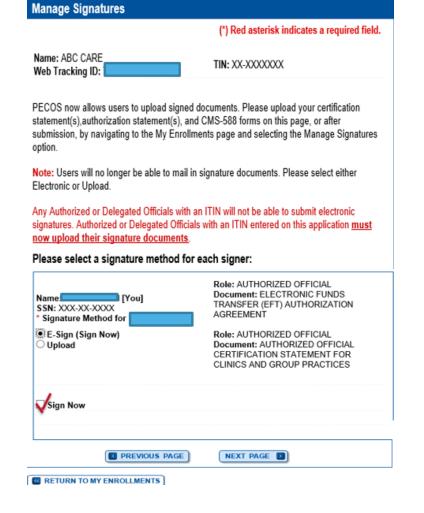
Error/Warning Check

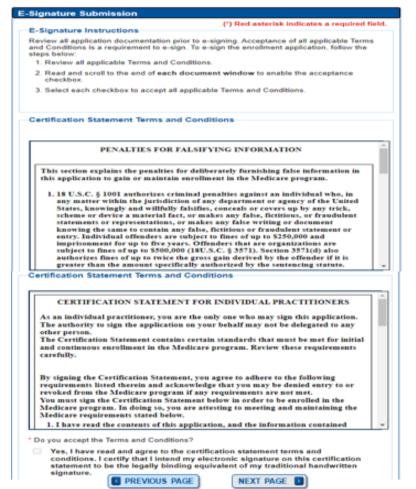






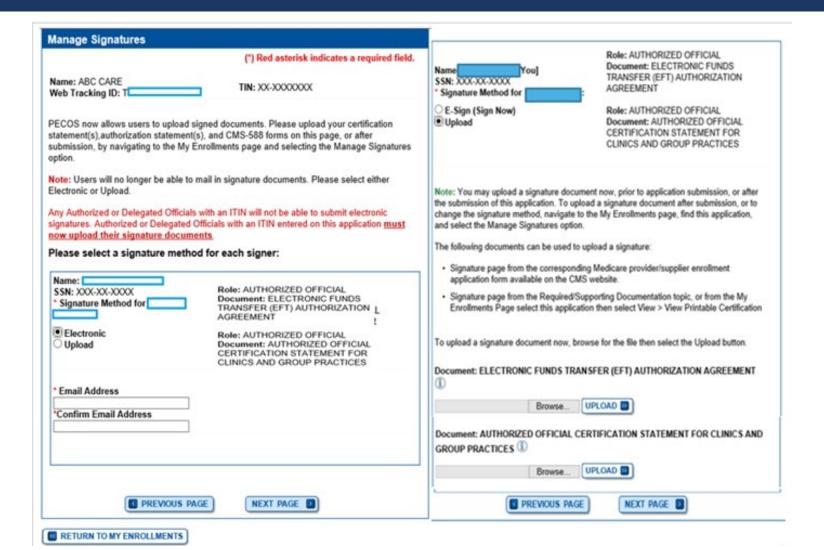
Manage Signatures







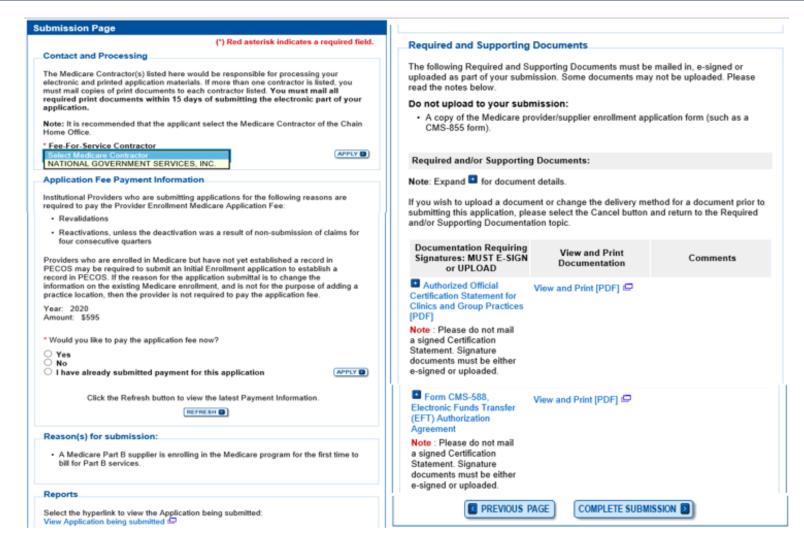
Manage Signatures 1







Complete Submission





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

My Application Progress

100%

Submission Confirmation - Print Your Receipt

Submission Complete

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 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, 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!





Enrollment Records

Existing Enrollments

Contractor: NATIONAL GOVERNMENT SERVICES, INC.

State: ILLINOIS Type/Specialty:

MORE OPTIONS

REVALIDATE

VIEW 📵

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)

Enrollment Type: 855B

Medicare ID: pending

Status: AWAITING PROCESSING View Awaiting Processin

g Application 🗗

Practice Location: 300 George St,

Tracking ID:





VIEW 📵

MANAGE SIGNATURES

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
 - 2023 application fee = \$688
 - Pay fee online via credit card, debit card or check
 - No hardcopy checks can be accepted by NGS
 - Submit receipt of payment with application
 - ✓ Enables contractor to quickly verify payment was made



Process after Submission

Process After Submission

- Contact person on application will receive by email
 - Acknowledgement Notice
 - ✓ 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

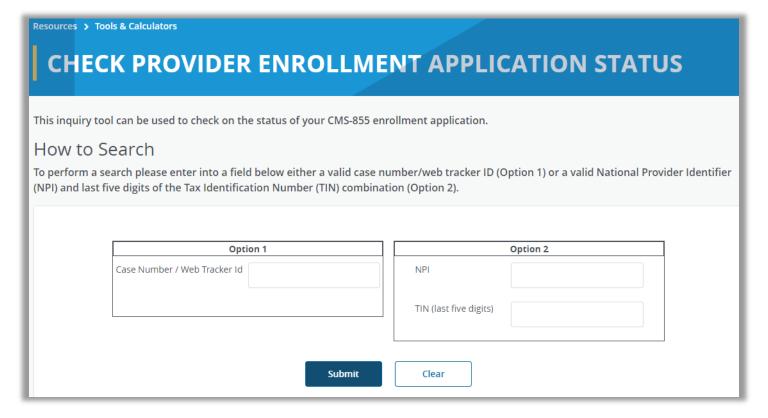




Check Application Status

Check Application Status Tool

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





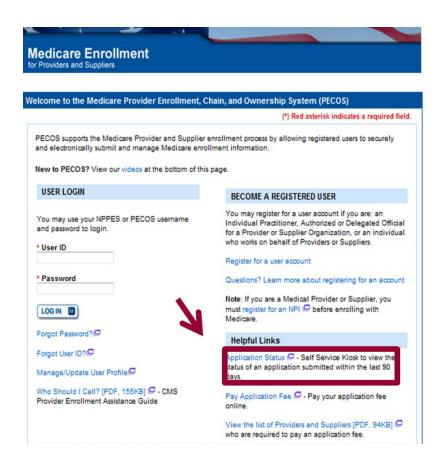
Check Application Status

IVR system

- Our website > Resources > Contact Us > Interactive Voice Response System
- IVR will request following information after selecting Provider Enrollment
 - ✓ Case number/web tracker ID; or
 - ✓ NPI and TIN of group or SSN of individual



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.
- Medicare Learning Network® (MLN) - Helpful articles and tutorials about changes in Medicare enrollment.
- Revalidation Notice Sent List Check to see if you have been sent a notice to revalidate your information on file with Medicare.
- Ordering & Referring List View the Ordering & Referring List to verify eligibility to order or refer Medicare services for beneficiaries.
- Ordering and Referring Information [PDF, 1.64MB]
 Learn about the Ordering & Referring enrollment process.

Enrollment Tutorials

· Initial Enrollment:

Step-by-step demonstration of an initial enrollment application in PECOS. Individual Provider P or Organization/Supplier

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 🗗 or Organization/Supplier 🖵

Revalidation:

Step-by-step demonstration on how to submit your revalidation application using PECOS. Individual Provider \Box or Organization/Supplier \Box

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

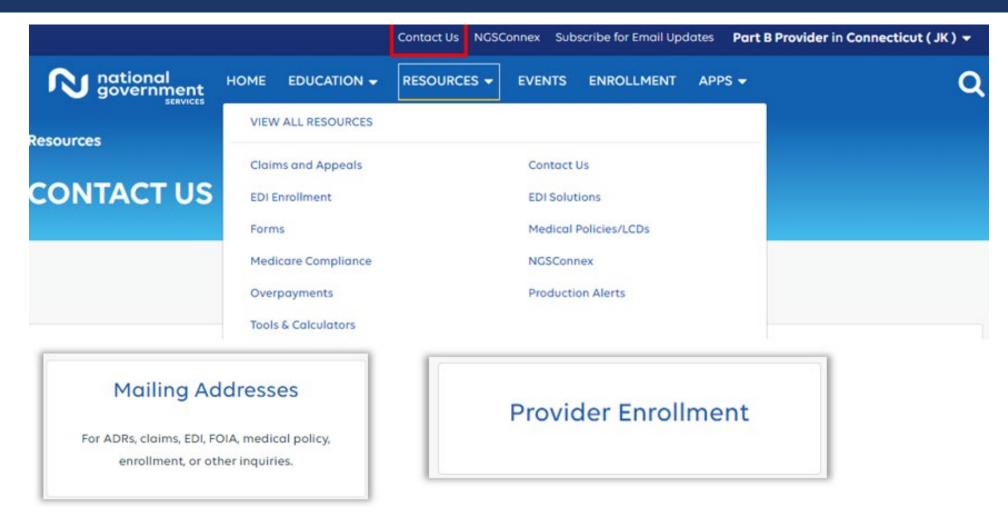
Adding a Practice Location (DMEPOS Only):

Demonstration of how to add a new practice location for DMEPOS supplier who is already enrolled with CMS. DME Supplier 🗗



Contact Information

<u>NGS Website</u>







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: customerservice@npienumerator.com
 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: EUSSupport@cgi.com Live Chat: https://eus.custhelp.com/

Resources

CMS Opioid Treatment Programs

Opioid Treatment Programs

We pay Opioid Treatment Programs (OTPs) through bundled payments for opioid use disorder (OUD) treatment services for people with Medicare Part B (Medical Insurance). OTPs must enroll in the Medicare program to get reimbursed for providing services to Medicare patients.

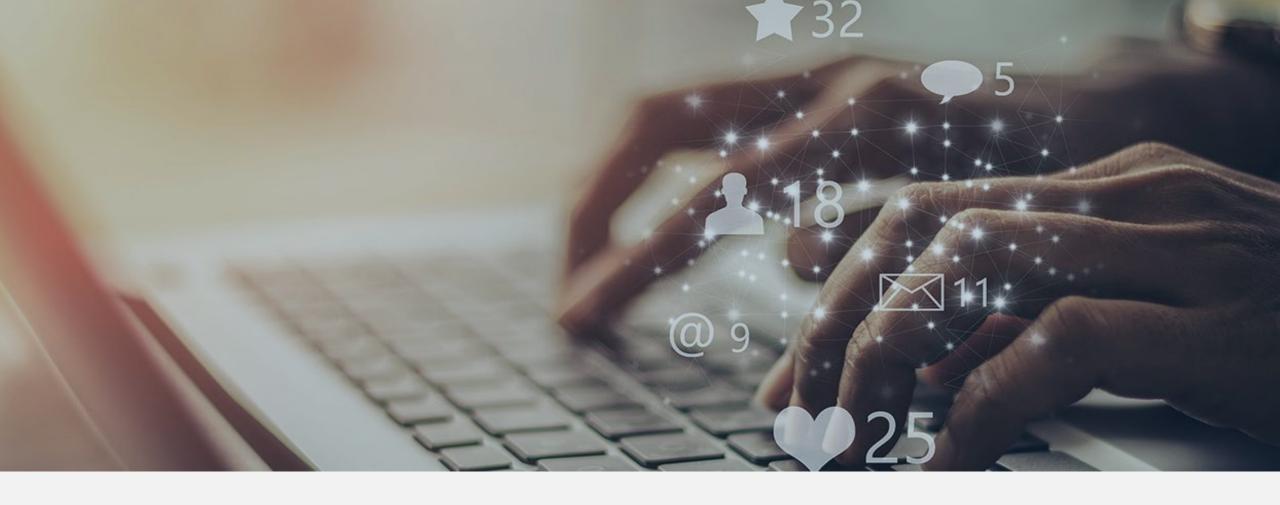


Important Links

Get Information & Resources

- · Opioid Treatment Program Homepage
- Enrollment
- · Billing & Payment
- Medicaid
- Medicare Advantage Plans
- · Reducing Opioid Misuse









Text NEWS to 37702; Text GAMES to 37702







Questions?

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