



Delaware Medical Assistance Program (DMAP) National Provider Identifier (NPI) Alert

Providers:
DMAP will begin using NPI
for all transactions in March of 2007.

Time is running out to register your NPI number and avoid possible disruptions to your Medicaid claims processing and payments!

If you have not registered your NPI by March 23, 2007, you

- ❖ WILL be closed as a DMAP provider.
- ❖ Will NOT be able to submit claims.
- ❖ Will NOT be able to access Web or EVS services.

Two easy ways to register!

Fax Send a copy of your original NPI enumerator letter with your NPI number to (302) 454-7603. Include your DMAP provider number on the fax.

OR

Web Master Users: Go to <https://www.dmap.state.de.us/secure/logon.do> and follow the instructions listed below.

Note: The NPI Web registration function will be disabled at 9:00 p.m. on Thursday, March 22, 2007.

From the **Interactive Services** page, log in, then select **Register NPI**. The page will automatically display your individual name and DMAP Provider Number or group name and a list of all the active individual DMAP Provider Numbers affiliated with your group.

Individuals: Enter your individual NPI number in the **NPI** box; re-type the NPI number in the **Re-type NPI** box to verify it. Click on **Submit** to complete the registration.

Groups: Enter the appropriate NPI for your group and for each active individual provider on the displayed list. You will need to re-type the NPI numbers to verify them. Click on **Submit** to complete the process.

Verification: Once submitted, the **NPI Registration Results** page displays a verification number. Print and save the verification number for your records. You may exit the site.

- ❖ Because there is no common directory of NPI numbers currently available, be sure to register your NPI with *each* business or healthcare service that may need it to process claims.
- ❖ **Pharmacy Providers:** Along with *your* NPI number, claims must include the *prescribing provider's* NPI.

Get Ready for NPI in March

- March 1** – Atypical providers will be notified by DMAP of their atypical numbers.
- March 9** – Last day for receipt of adjustments and paper claims on the UB-92 and CMS-1500 and with DMAP provider number
- March 10** – All paper claims and adjustments must have an NPI
 - Begin using the new UB-04 and revised CMS-1500 (revision 08/05)
 - Paper claim and adjustment requests will be held until NPI go-live on 3/26/07
- March 22** – Web registration function disabled at **9:00 p.m.**
- March 23** – Last day for submitting electronic claims in current version of EDS' Provider Electronic Solutions (PES) software as well as any approved vendor software (**12:00 p.m. submission cut-off**)
 - Last day for pharmacy Point-of-Service (POS) claim submission using your DMAP provider number
 - POS will shut down at **6:00 p.m.**
 - Last financial cycle run with DMAP provider numbers
- March 24** – Claims with a 3/24/07 (or later) date of service will require the NDC for J-codes and other types of HCPCS codes on CMS-1500 and 837 professional transactions that meet the ANSI ASC X12 standard.
 - POS will be down all day
- March 25** – POS will be down until notification is sent via fax and e-mail
 - First day for pharmacy Point-of-Service (POS) claim submission with NPI
- March 26** – Upgrade to EDS-provided PES software available for NPI implementation (**8:00 a.m.**)
 - First day for submitting electronic claims in the new version of electronic vendor's software
 - First day for paper claims and adjustments processed with NPI in the MMIS
 - First claims processing cycle with NPI
- March 29** – Last Electronic Funds Transfer (EFT) for claims submitted with DMAP provider number
- March 30** – First financial run with NPI
- April 5** – First Electronic Funds Transfer (EFT) after NPI go-live

If you're registering with the NPI enumerator differently from how you enrolled as a DMAP provider, give us a call.

For more information about NPI and important dates, visit the DMAP Website:

www.dmap.state.de.us

For further assistance, contact EDS Provider Services at:

302-454-7154

or

1-800-999-EDS1 (3371) in DE, MD, NJ, PA, and DC

