

## How To Complete The Revised CMS-1500 (08/05) Claim Form Using Your National Provider Identification (NPI) Number

Cahaba Government Benefits Administrators, LLC (Cahaba GBA) has implemented the revision of the CMS-1500 claim form to accommodate the reporting of the National Provider Identifier (NPI). The revised CMS-1500 claim form was effective January 2, 2007.

January 2, 2007	Health plans, clearinghouses and other information support vendors should be ready to handle and accept the revised CMS-1500 (08/05) claim form.
January 2, 2007- March 30, 2007	Providers can use either the current CMS-1500 (12/90) claim form OR the revised form. Medicare encourages providers to use both NPI and legacy information.
April 2, 2007	The current CMS-1500 (12/90) claim form version is discontinued; only the revised CMS-1500 (08/05) claim form is to be used. Medicare encourages providers to use both NPI and legacy information.
May 23, 2007	Only the revised CMS-1500 (08/05) claim form will be accepted. Providers must report NPI information only.

Effective April 2, 2007, only the revised CMS-1500 (08/05) form will be accepted by Medicare Part B. When using the revised CMS1500 (08/05) claim form prior to May 23, 2007, Medicare encourages providers to report both legacy numbers (prefixed by a qualifier) and your new NPI.

Effective May 23, 2007, only the revised CMS-1500 (08/05) claim form will be accepted and only NPI information should be reported.

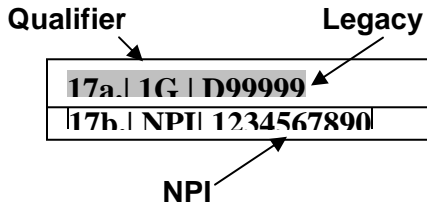
**The instructions listed in this article are specific to the items on the revised CMS1500 (08/05) claim form that are affected by the addition of the National Provider Identifier (NPI).** For complete Item by Item instructions refer to Change Request 4293 dated March 31, 2006 and Change Request (CR) 5060 dated July 28, 2006. [www.cms.hhs.gov/transmittals/downloads/R1058CP.pdf](http://www.cms.hhs.gov/transmittals/downloads/R1058CP.pdf).

**The following items are changes and descriptions on the revised CMS-1500 (08/05) form and must be completed correctly to assure claim acceptance.**

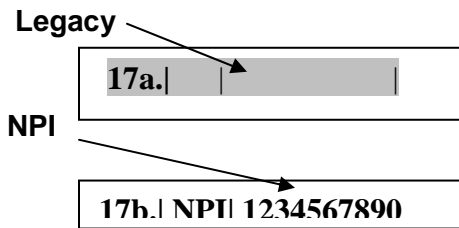
**Item 17a** - Enter the CMS assigned UPIN of the referring/ordering physician listed in Item 17. The UPIN may be reported on the revised CMS-1500 (08/05) claim form **until May 22, 2007**, and **MUST** be reported if an NPI is not available.

**Item 17b** - Enter the NPI of the referring/ordering physician listed in Item 17 as soon as it is available.

**Prior to May 23, 2007: Enter the qualifier 1G in the first block of 17a followed by the Legacy UPIN.**



Effective May 23, 2007: (Leave the shaded area blank)



**NOTE:** Item 17a and/or Item 17b is required when a service was ordered or referred by a physician. Effective May 23, 2007, Item 17a is not to be reported but Item 17b **MUST** be reported when a service was ordered or referred by a physician.

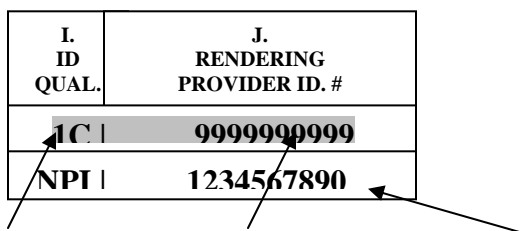
When a claim involves multiple referring and/or ordering physicians, a separate CMS-1500 claim form shall be used for each ordering/referring physician. All physicians who order or refer Medicare beneficiaries or services must report either an NPI or UPIN or both prior to May 23, 2007. After that date, an NPI (but not a UPIN) must be reported even though they may never bill Medicare directly. A physician who has not been assigned a UPIN shall contact the Medicare carrier. Refer to Publication 100-08, Chapter 14, Section 14.6 of the CMS Online manual systems for additional information regarding UPINs. Refer to: [www.cms.hhs.gov/manuals](http://www.cms.hhs.gov/manuals) (Internet-Only Manuals (IOMs)).

**Item 24** - The six service lines in Item 24 have been divided horizontally to accommodate submission of both the NPI and legacy identifier during the NPI transition and to accommodate the submission of supplemental information to support the billed service. The top portion in each of the six service lines is shaded and is the location for reporting supplemental information. **It is not intended to allow the billing of 12 service lines.** Submitting more than 6 line items on one CMS-1500 claim form would cause the claim to be returned without processing.

**Item 24I** - Prior to May 23, 2007, enter the ID qualifier 1C in the shaded portion.

**Item 24J** - Prior to May 23, 2007, enter the rendering provider's PIN in the shaded portion.

24.



**Qualifier            Legacy Number            NPI**

**Effective May 23, 2007, do not use the shaded portion.** Enter the rendering provider's NPI number in the lower portion.

**Item 24K** - There is no Item 24K on this version.

**Item 32a** — Enter the NPI of the service facility.

**Item 32b** - Enter the ID qualifier **1C** followed by one blank space and then the PIN of the service facility. **Effective May 23, 2007, Item 32b is not to be reported.**

**32.**

<b>a. 123456789</b>	<b>b. 1C 123445566A</b>
NPI #	Qualifier            Legacy Provider #

**Item 33a** - Effective May 23, 2007, **you MUST** enter the NPI of the billing provider or group. This is a required field.

**Item 33b** - Enter the ID qualifier **1C** followed by one blank space and then the PIN of the billing provider or group prior to May 23, 2007. **Effective May 23, 2007, Item 33b is not to be reported. Leave this field blank.**

**33.**

<b>a. 123456789</b>	<b>b. 1C 123445566A</b>
NPI #	Qualifier            Legacy Provider #

**Please refer to the pdf link at the bottom of this page for the revised claim form with NPI references.**

For additional information, all providers should refer to the CMS web site at [www.cms.hhs.gov/NationalProvdentStand](http://www.cms.hhs.gov/NationalProvdentStand). NPI applications may be submitted online at <https://nppes.cms.hhs.gov> or you can call the NPI enumerator to request a paper application at **1-800-465-3203**.

For more information about how to complete your revised CMS1500 (08/05) claim form, please refer to Change Request (CR) 5060 for NPI billing instructions. This CR can be located at [www.cms.hhs.gov/transmittals/downloads/R1058CP.pdf](http://www.cms.hhs.gov/transmittals/downloads/R1058CP.pdf)

If you have any questions, please contact the Provider Contact Center servicing your state at:

- Alabama Providers: 1-866-539-5598
- Georgia Providers: 1-877-567-7271
- Mississippi Providers: 1-866-419-9454