National Provider Identifier

NPI: Get It. Share It. Use It.

National Plan and Provider Enumeration System (NPPES)
Data Dissemination

Presented By…

Disclaimers

This presentation was current at the time it was published or uploaded onto the web. Medicare policy changes frequently so links to the source documents have been provided within the presentation for your reference.

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NPPES Data Dissemination Notice May 30, 2007

- Describes the policy by which CMS will make certain NPPES health care provider data publicly available

- Lists the data CMS will be disclosing

- A copy of the notice is available at *http://www.cms.hhs.gov/NationalProvIdentStand/Downloads/DataDisseminationNPI.pdf*

Certain NPPES Data Elements Are Not Being Disclosed

- SSN
- IRS ITIN
- Date of Birth
- State of Birth
- Country of Birth
- Contact Person Information (name, title, telephone, email)
- Information for providers whose NPIs are deactivated

Availability of Disclosable Data

- A query-only database (NPI Registry)
- Downloadable file
- This information will be available to the public on the Internet in accordance with the e-FOIA amendments to the FOIA.
- There will be no charge to access the NPI Registry or download the files.

"Custom" Requests for Disclosable Data

- More or less data than what must be disclosed by the Notice

- Different media

- Processed by CMS FOIA Office in accordance with FOIA procedures

NPPES Health Care Provider Data That May Be Disclosed Under FOIA
For Health Care Providers Who Are <u>Individuals</u>

- NPI (This is the provider's NPI. If the provider has had an NPI replaced, this will be the same NPI as the Replacement NPI.)
- Entity Type Code:
  - 1=Individual
- Replacement NPI (This is the provider's NPI if the provider has been assigned a Replacement NPI. If the provider has never been assigned a Replacement NPI, this data element will be blank.)
- Provider Last Name (Legal Name)
- Provider First Name
- Provider Middle Name
- Provider Other Last Name
- Provider Other Last Name Type Code
  - 1=Former Name
  - 2=Professional name
  - 5=Other

- Provider Other First Name
- Provider Other Middle Name
- Provider Name Prefix Text
- Provider Name Suffix Text
- Provider Credential Text
- Provider First Line Business Mailing Address
- Provider Second Line Business Mailing Address
- Provider Business Mailing Address City Name
- Provider Business Mailing Address State Name
- Provider Business Mailing Address Postal Code
- Provider Business Mailing Address Country Code (If outside U.S.)
- Provider Business Mailing Address Telephone Number

NPPES Health Care Provider Data That May Be Disclosed Under FOIA
For Health Care Providers Who Are Individuals (cont'd)

- Provider Business Mailing Address Fax Number
- Provider First Line Business Location Address
- Provider Second Line Business Location Address
- Provider Business Location Address City Name
- Provider Business Location Address State Name
- Provider Business Location Address Postal Code
- Provider Business Location Address Country Code (If outside U.S.)
- Provider Business Location Address Telephone Number
- Provider Business Location Address Fax Number

- Healthcare Provider Taxonomy Code (Primary Taxonomy required; up to 15 may be reported.)
- Other Provider Identifier
- Other Provider Identifier Type Code
- Provider Enumeration Date
- Last Update Date
- NPI Deactivation Reason Code
- NPI Deactivation Date
- NPI Reactivation Date
- Provider Gender Code
- Provider License Number
- Provider License Number State Code

NPPES Health Care Provider Data That May Be Disclosed Under FOIA
For Health Care Providers Who Are <u>Organizations</u>

- NPI (This is the provider's NPI. If the provider has had an NPI replaced, this will be the same NPI as the Replacement NPI.)
- Entity Type Code:
  2=Organization
- Replacement NPI (This is the provider's NPI if the provider has been assigned a Replacement NPI. If the provider has never been assigned a Replacement NPI, this data element will be blank.)
- Employer Identification Number (EIN)
- Provider Organization Name (Legal Business Name)
- Provider Other Organization Name
- Provider Other Organization Name Type Code:
  3=Doing Business As Name
  4=Former Legal Business Name
  5=Other

- Provider First Line Business Mailing Address
- Provider Second Line Business Mailing Address
- Provider Business Mailing Address City Name
- Provider Business Mailing Address State Name
- Provider Business Mailing Address Postal Code
- Provider Business Mailing Address Country Code (If outside U.S.)
- Provider Business Mailing Address Telephone Number
- Provider Business Mailing Address Fax Number

NPPES Health Care Provider Data That May Be Disclosed Under FOIA
For Health Care Providers Who Are <u>Organizations</u> (cont'd)

- Provider First Line Business Location Address
- Provider Second Line Business Location Address
- Provider Business Location Address City Name
- Provider Business Location Address State Name
- Provider Business Location Address Postal Code
- Provider Business Location Address Country Code (If outside U.S.)
- Provider Business Location Address Telephone Number
- Provider Business Location Address Fax Number

- Healthcare Provider Taxonomy Code (Primary Taxonomy required; up to 15 may be reported.)
- Other Provider Identifier
- Other Provider Identifier Type Code
- Provider Enumeration Date
- Last Update Date
- NPI Deactivation Reason Code
- NPI Deactivation Date
- NPI Reactivation Date
- Authorized Official Last Name
- Authorized Official First Name
- Authorized Official Middle Name
- Authorized Official Title or Position
- Authorized Official Telephone Number

Reminder: The Final Rule's Disclosure Requirements

- Covered providers are <u>required to disclose their NPIs to any entity that requires them for use in standard transactions</u>.

- Covered organization providers that have subparts that have been assigned NPIs must ensure that those <u>subparts </u>disclose their NPIs.

- Other health care providers who are assigned NPIs are expected, but not required, to disclose their NPIs, upon request, to any entity that needs them for use in standard transactions.

Downloadable File

- *http://nppesdata.cms.hhs.gov/CMS_NPI_files.html*

- The initial file will represent a "snapshot" of the FOIA-disclosable data on a specific date.

- Each month, a replacement file will be posted, and the previous month's file will be removed.

Downloadable File

- The replacement file is a more recent "snapshot" of the FOIA-dislcosable data.
- Update files are unnecessary.
- Note: CMS may decide to change the frequency or manner of making this information available.

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Downloadable File Contains:

- Read Me Document*

- Code Value Document*

- Header File*

- Data File

*Available also on the CMS NPI web page

http://www.cms.hhs.gov/NationalProvIdentStand/

Downloadable File

- File must be downloaded by technical personnel.
- Neither the Enumerator or CMS will assist in downloading the file or manipulating the data.

NPI Registry

- https://nppes.cms.hhs.gov
- Query-only
- Real time
- Anyone with a computer and Internet may use the NPI Registry
- Users may query by Entity type, then by NPI, provider name, ZIP code or State.
- Query by NPI will search both Entity types and display results if NPI is found in either Entity type.

NPI Registry

- Up to 150 results may be returned (depending on query).

- Users can narrow the results.

- Users select the provider they want from the "results" page.

- "Details" page then display the FOIA-disclosable data for the selected provider.

Availability of Data

- NPI Registry –

  Available September 4, 2007

- Downloadable File –

  Available September 12, 2007

CAUTION: SSNs or ITINs in FOIA-disclosable Fields

- Other Provider Identifiers
- License Number
- Credentials
- Illogical Fields (e.g., name, address)

Recommendations for Action by Providers

- Review your NPPES data and make any necessary edits.
- Remove Social Security Numbers (SSNs) if reported in fields other than the designated SSN field!
- Ensure SSNs are not reported in EIN field (organizations only)!
- Never put another provider's SSN in your NPPES record anywhere.
- Clearly report legacy numbers (if you choose to report them).
- Review/make edits at *https://nppes.cms.hhs.gov*

Reminder: The Final Rule's Update Requirements

- Covered providers must update their NPPES data within 30 days of the change.

- Covered organization providers that have subparts that have been assigned NPIs must ensure that those subparts update their NPPES data within 30 days of the change.

- Other health care providers who have been assigned NPIs are encouraged to do the same.

- Make changes or check your data at *https://nppes.cms.hhs.gov/*.

FOIA-disclosable Data

- Some data cannot be updated, changed or deleted (only optional data can be deleted).
- Document to assist providers is downloadable from *http://www.cms.hhs.gov/NationalProvIdentStand/Downloads/NPPES_FOIA_Data%20Elements_062007.pdf*

"Other Provider Identifiers"

- An optional, but very important, field.
- CMS urges you to consider reporting your legacy identifiers, not only for Medicare but for all plans, in the "Other Provider Identifiers" field
- Critical information for plans in the development of crosswalks to transition to the NPI.
  - This section captures legacy numbers assigned to the provider by health plans.
  - If providing this information, indicate the health plan name along with the identifier assigned by that health plan.
  - Do NOT report SSNs or ITINs in this field!
  - Providers may decide to remove sensitive identifiers if they were reported (e.g., DEA Number)

Editing NPPES Data

- Use the web-based system
  - Most health care providers can submit updates to their NPPES data electronically via the Web.
  - Fastest and most efficient

  https://nppes.cms.hhs.gov
- Use the Paper Form
  - Downloadable from *http://www.cms.hhs.gov/cmsforms*
  - Available from the NPI Enumerator 1-800-465-3203
- Call the NPI Enumerator if assistance is needed.

Resources

- For information regarding NPPES data dissemination, go to:
    - *http://www.cms.hhs.gov/NationalProvIdentStand*
        - Educational Resources; and
        - Data Dissemination
- For assistance with viewing or editing NPPES data, contact the NPI Enumerator:
        - 1-800-465-3203
        - customerservice@npienumerator.com