

Physicians/Practitioners: Linking your NPI or NPIs to Ohio Medicaid legacy numbers.

Like other payers, Ohio Medicaid has designed a crosswalk to link NPIs to Ohio Medicaid legacy numbers. An Ohio Medicaid legacy number is the seven-digit provider number (or numbers) you were issued upon enrollment to use when billing Ohio Medicaid. It is extremely important that every NPI you report to Ohio Medicaid can be linked to an Ohio Medicaid legacy number. This one-to-one relationship is critical when submitting claims to Ohio Medicaid using your NPI or NPIs.

Any claim that is received with an NPI that cannot be linked to an Ohio Medicaid legacy number will reject or deny. It is the responsibility of the provider to ensure that Ohio Medicaid receives your NPI or NPIs and that each is linked to an Ohio Medicaid legacy number.

There are two types of NPIs:

Entity Type 1 NPI for individuals.

Entity Type 2 NPI for organizations.

Physicians/practitioners:

All physicians/practitioners are required to obtain and share their Entity Type 1 NPI to identify themselves as the rendering individual on claim transactions. In order to bill Ohio Medicaid correctly, every individual physician/practitioner must make sure his or her Entity Type 1 NPI is reported to Ohio Medicaid and linked to their corresponding individual Medicaid legacy number. If your individual Entity Type 1 NPI is not linked correctly to your individual Medicaid legacy number, **your claims will reject or deny.**

All physicians/practitioners must also share their individual Entity Type 1 NPI with every group practice he or she is affiliated with so when you are the physician/practitioner that renders services, the group practice can identify you as the “rendering” physician on claims submitted.

Group practice: Incorporated individual physician/practitioner.

All physicians/practitioners are required to obtain and share their individual Entity Type 1 NPI. An individual that incorporates and obtains an Entity Type 2 NPI is considered an organization. If you are an individual physician/practitioner that is incorporated and you obtained an Entity Type 2 NPI for your corporation and you plan to submit claims using your Entity Type 2 NPI, you must make sure your individual Entity Type 1 NPI is linked to your individual Medicaid legacy number and your corporation’s Entity Type 2 NPI is linked to a corresponding professional group practice Medicaid legacy number. In addition, if you plan to submit claims using your Entity Type 2 NPI for your corporation and you are enrolled with Ohio Medicaid as an individual only, you will need to complete

a separate enrollment application for your corporation with your Entity Type 2 NPI to obtain a separate professional group practice Medicaid legacy number to ensure your Entity Type 2 NPI is linked to a corresponding Medicaid legacy number. Without this one-to-one relationship, NPI to Medicaid legacy number, **your claims will reject or deny.** Moreover, if you are doing business as your corporation (no affiliation with a group practice of two or more physicians/practitioners) and you submit claims to Ohio Medicaid wanting payment to go to your corporation, your individual Entity Type 1 NPI must be used as the “rendering” NPI and your Entity Type 2 NPI for your corporation must be used as the “pay-to” NPI.

If you are an incorporated individual that has obtained an Entity Type 2 NPI but you do not plan to submit claims using your Entity Type 2 NPI, you do not need to submit an enrollment application to obtain a professional group practice Medicaid legacy number. Furthermore, if you will only be using your Entity Type 1 NPI as a physician/practitioner that renders services as a member of another group practice, you only need to ensure your Entity Type 1 NPI that is used on claims submitted is linked to your individual Medicaid legacy number. This means if you are an incorporated individual that is affiliated with other group practices and the group practice submits claims for services you have rendered, the group practice must have and use your individual Entity Type 1 NPI as the “rendering” physician/practitioner and the group’s Entity Type 2 NPI will be used as the “pay-to” NPI.

Group practices: Two or more physicians/practitioners.

A group practice, meaning two or more physicians/practitioners, is considered an organization and must obtain one Entity Type 2 NPI for the group. Group practices should have only one Entity Type 2 NPI, regardless of the number of locations. In the past, an Ohio Medicaid legacy number was assigned to each group practice location. Now, in order to bill correctly using the NPI, the Entity Type 2 NPI for a group practice must be linked to **one** group practice Medicaid legacy number to ensure a one-to-one relationship. If you have multiple Medicaid legacy numbers for a group practice due to separate locations, but only one Entity Type 2 NPI for your group practice, you will need to choose **one** group Medicaid legacy number to link to the group practice Entity Type 2 NPI and voluntarily terminate the other group practice Medicaid legacy numbers. Without this one-to-one relationship, **your claims will reject or deny.**

For example, if a group practice has one Entity Type 2 NPI for the group but has four separate Medicaid legacy numbers (one for each location), the practice will need to choose one group practice Medicaid legacy number to keep active in order to link to the group’s Entity Type 2 NPI. This means the group practice will need to notify the Ohio Department of Job and Family Services (ODJFS) Provider Enrollment Unit which group practice Medicaid legacy number the practice has chosen to link the group practice Entity Type 2 NPI. To do this, send an e-mail to NPI_OHIO_MEDICAID@odjfs.state.oh.us, or a facsimile to NPI Ohio Medicaid 614-995-5904, or a letter to ODJFS, to the attention of NPI Ohio Medicaid to P.O. Box 1461 Columbus, Ohio 43216-1461 stating which group practice Medicaid legacy number to link to your group practice Entity Type 2 NPI.

Include the Ohio Medicaid legacy numbers of the other locations that must be terminated to ensure this one-to-one relationship. Without this one to one relationship, **your claims will reject or deny.**

When group practices submit claims to Ohio Medicaid for services performed by providers affiliated with the group, they must ensure they are using the individual Entity Type 1 NPI for the physician/practitioner that rendered the service as the “rendering” physicians/practitioner of the group practice. The “pay-to” NPI must be the Entity Type 2 NPI for the group practice.

Attention!

In order to successfully transition to using an NPI or NPIs when billing Ohio Medicaid, you must also share your one-to-one NPI to Ohio Medicaid legacy number links you have established with administrative and technical staff, billing agents, and/or Trading Partners (clearinghouses).