

School-Based Services (SBS) Medicaid Program
National Provider Identifier Memo

The National Provider Identifier (NPI) number is a unique identification number for health care providers. The 10-digit identification number is assigned to providers by the Centers for Medicare and Medicaid Services (CMS) in compliance with the Health Insurance Portability and Accountability Act of 1996 (HIPAA). All healthcare providers, health plans, and clearinghouses that submit Medicaid claims are required to apply for and use an NPI. Providers apply for and are assigned a single NPI that they use for the rest of their careers.

Who needs an NPI?

- Every Wyoming Medicaid provider that meets the definition of a healthcare provider (as defined by CMS) is required to obtain an NPI, regardless of whether they bill their claims electronically or on paper.
- Providers that need NPIs include:
 - Physical Therapists
 - Occupational Therapists
 - Speech Language Pathologists
 - Registered Nurses
 - School Psychologists
 - School Social Workers
 - Certified Mental Health Workers
- Aides and Assistants do not need to enroll for an NPI but must be supervised by a provider with an assigned NPI.

Why do I need an NPI and what are they used for?

- In order for claims to be reimbursed through the School-Based Services program, the claim must include the NPI of the provider who delivered or supervised the service. The NPI ensures that the provider of a service meets appropriate qualifications. Claims submitted without NPI will not be paid.

How do I get an NPI?

- Providers **apply online** through the National Plan and Provider Enumeration System (NPPES) at: <https://nppes.cms.hhs.gov/>.
- The application is **free** and there is **no charge to receive an NPI**.
- For help, providers can contact NPPES:
 - Call: 1-800-465-3202
 - Email: customerservice@npienumerator.com
- Providers should receive their NPI within 10 business days of applying.

On the application, what taxonomy code will I use?

- Taxonomies are used to identify the provider and/or organization type. The taxonomy code for School-Based services is 251300000X Local Education Agency.

Additional information regarding NPI, and the application / log-in process can be found here: <https://nppes.cms.hhs.gov/webhelp/nppeshelp/NPPES%20FAQS.html#>