

CMS Provider Revalidation and NPI Mandate



Frequently Asked Questions (FAQ)

NPI

Q: How do I obtain a National Provider Identifier (NPI)?

A: A provider can obtain an NPI by applying on the National Plan and Provider Enumeration System (NPPES) website at <https://nppes.cms.hhs.gov> or by mailing in a paper application. The application takes 15 to 20 minutes to fill out and is entirely free. Online applications are processed within 1 to 10 business days; paper applications take roughly 20 business days to process.

Q: Who can help me gain access to my NPPES account when I am locked out?

A: The NPPES system is managed by the federal Department of Health and Human Services. The Wyoming Department of Health cannot assist with NPPES account issues. Per the NPPES webpage, if you are locked out of your account you can use the Forgot Password or Reset/Unlock MFA links, or call the NPI Enumerator toll-free hotline at 1-800-465-3203.

Q: Is my 9 digit Wyoming number the same as an NPI?

A: No. Your WY number is a 9-digit provider identifier number assigned to you by Wyoming Medicaid, and is different from an NPI. An NPI is assigned to you through the Department of Health and Human Services and will be a 10-digit number. If you are unsure whether you have an NPI number you can search the NPPES NPI Registry at <https://npiregistry.cms.hhs.gov/search>.

Q: How do I know if I already have an NPI?

A: You may search the NPPES NPI Registry at <https://npiregistry.cms.hhs.gov/search> to determine if you already have an NPI. If you have an NPI, you must ensure it is added to your Wyoming Medicaid provider enrollment to comply with the CMS mandate and avoid payment suspension or disenrollment.

Q: How do I add my NPI to my Medicaid Enrollment if I am not due for revalidation?

A: Providers should log in to the DyP provider portal at <https://wyoming.dyp.cloud/landing> to complete a Change of Circumstance (CoC) and add the NPI to your existing enrollment. If you have any questions on completing the CoC in the DyP provider portal, refer to this [step-by-step](#) guide or call 1-877-399-0121 and dial option 9 for assistance.

Q: How do I know if my CoC has been accepted?

A: Providers receive notifications through email and the message center for any change in status for the CoC. A notification is sent when your CoC has been submitted successfully, and again when the CoC is approved.



Q: Do I still need to complete a Change of Circumstance (CoC) if I added a National Provider Identifier (NPI) when I completed my revalidation?

A: No, but we recommend logging in to your DyP Provider Portal to verify the NPI has been added to your Waiver provider file.

Q: After obtaining an NPI and submitting a Change of Circumstance (CoC) in the DyP provider portal, do I also have to submit a change request in the Wyoming Health Provider (WHP) portal?

A: No, you do not also need to submit a change request within WHP. To ease provider burden as it relates to compliance with this CMS mandate, the HCBS Credentialing team will be entering NPIs into the WHP on behalf of providers. However, for all other changes, the provider continues to be responsible for submitting a Change Request within WHP in addition to the CoC in the DyP provider portal.

Q: What kind of National Provider Identifier (NPI) do I need?

A: Medicaid Enrollment requires that your NPI type matches your PRESM provider type. If you are enrolled with Medicaid as an individual provider type you will need to register for an Individual NPI (type 1). If you are enrolled with Medicaid as an agency provider type (group or facility enrollment) you will need to register for an Organization NPI (type 2). HHS will reject your CoC if the submitted NPI type does not align with your provider type.

Q: Do I need a National Provider Identifier (NPI) if I am a Case Manager on the Community Choices Waiver (CCW)?

A: The only case managers who need an NPI are those who are individually enrolled with Wyoming Medicaid. You do not need an NPI if you are a CCW Case Manager working under an enrolled Case Management Agency.

Q: What taxonomy do I pick when applying for a National Provider Identifier (NPI)?

A: You should pick the taxonomy that most closely describes your provider type, classification, or specialization from the [National Uniform Claim Committee](#) code set list. The taxonomy code selected for your NPI registration *does not* have to match your taxonomy within your Medicaid Enrollment, so don't worry if there is a mismatch. Some taxonomies that may be relevant to waiver providers are:

Individuals:

- Adult Companion: 372600000X
- Case Manager: 171M00000X
- Chore Provider: 372500000X
- Day Training/Habilitation Specialist: 373H00000X
- Home Health Aide: 374U00000X
- Homemaker: 376J00000X
- Personal Care Attendant: 3747P1801X
- Home Modifications Contractor: 171WH0202X

Agencies:

- Developmentally Disabled Services Day Training Agency: 251C00000X
- Case Management Agency: 251B00000X
- Home Health Agency: 251E00000X
- In Home Supportive Care Agency: 253Z00000X



- Nursing Care Agency: 251J00000X
- Custodial Care Facility: 311Z00000X
- Community Based Residential Treatment Facility, IDD: 320900000X
- Respite Care: 385H00000X
- Emergency Response System Companies: 333300000X
- Home Delivered Meals: 332U00000X
- Secured Medical Transport: 343800000X
- Transportation Broker: 347E00000X

Q: What if I have a National Provider Identifier (NPI) but need to update my information linked to it?

A: The fastest and most efficient way to update your NPI information is online, at <https://nppes.cms.hhs.gov>. Once logged in, you can select “Manage Applications” to view and make modifications to an NPI application. You can also submit an update via paper using the [NPI Application/Update Form](#).

Revalidation Requirements

Q: Is revalidation different from my waiver recertification?

A: Yes they are different. Revalidation is a process all Medicaid-enrolled providers must complete every 5 years or sooner. Recertification is specific to the waivers and is completed every 1 to 3 years. Providers may be required to revalidate early due to the CMS mandate.

Q: Do I need to revalidate again if I just completed my revalidation?

A: No. If you recently completed your revalidation you will not need to complete it again immediately. Specific revalidation timelines are dependent on when a provider completed their last revalidation and a provider’s identified risk-level. You will receive a 90-, 60-, and 30-day email notice from the provider message center when your next revalidation is due.

Q: Where do I go to complete my revalidation?

A: Providers should log in to the [DyP provider portal](#) to complete a revalidation.

