Optum

PROVIDER ALERT
Reminder of TAXONOMY AND NPI Billing Information

Dear Provider:

This notification is being sent to you as a reminder of NPI and Taxonomy requirements on claim submissions. Optum, in compliance with CMS, requires specific fields to include a providers NPI number and Taxonomy code.

It is important to know that as of 12/15/2020, claims billed without this requirement will be rejected.

- This alert does not change how you currently bill <u>except</u> that for each instance where an NPI is entered on the claim form its corresponding Taxonomy must also be entered
- This requirement applies to all RI lines of business managed by Optum
- The Taxonomy number entered in each field must match with the NPI being used. To validate correct taxonomy match please utilize https://npiregistry.cms.hhs.gov/
- Using National Uniform Claim Committee CMS-1500 Claim (nucc.org) for reference
    - PO Box cannot be entered on paper claim forms
    - ZZ prefix is required in box 33 b with the taxonomy number <u>only</u> when billing a paper 1500 form
- There is a maximum 12 month window from date of service for consideration of corrected claims submission riManualAddendum (providerexpress.com)
    - Providers must work rejection reports timely. Rejected claims will need to be corrected, and the corrected claim must be resubmitted to Optum.
    - Claims denied for NPI/Taxonomy through the provider remittance advice must be corrected and resubmitted.
- All other Practice Management System Protocols will remain in force

Providers using Provider Express, after logging into your account, NPI and taxonomy information will auto-populate once you choose the rendering clinician.

For electronic (EDI) and paper submissions, please refer your EDI vendor to data chart on the next page. This information can also be found on Provider Express.

- **Path**: Provider Express → Our Network → State Specific → RI → General Information → NPI Taxonomy requirements on claims submissions information
- **Link to document**: https://www.providerexpress.com/content/dam/ope-provexpr/us/pdfs/ourNetworkMain/welcomeNtwk/RI/BH3111_NPI.TaxReqrmntCHART.pdf

If you have any questions, please contact our Provider Services Line at 877-614-0484.

Thank you,
Optum RI Network Team

United Behavioral Health operating under the brand Optum

Reference Grid:

#	DATA	USE IF PROVIDER IS SUBMITTING CLAIM ON PAPER FORM				USE IF PROVIDER IS SUBMITTING CLAIM VIA PROVIDER EXPRESS	USE IF PROVIDER SUBMITTING CLAIM VIA EDI		REJECTION CODE AND DESCRIPTION	
	DATA	Facility Field Description	UB04 (Facility) INSTITUTIONAL	Professional Field description	CMS 1500 PROFESSIONAL	PROVIDER EXPRESS	EDI LOOP INSTITUTIONAL	EDI LOOP PROFESSIONAL	REJECTION CODE	REJECTION DESCRIPTION
1	NPI	NPI	FL56	Billing provider info	33a	Billing entity exists as it populates from provider record. No edit required.	2010AA NM109	2010AA NM109	PI	A3:562 Billing Entity's National Provider Identifier (NPI) Note: This code requires use of an Entity Code.
2	NPI	n/a	n/a	Rendering Provider info (bottom)	24J	Rendering entity exists as it populates from provider record. No edit required.	2310D NM109	2310B NM109	PI	A3:562 Entity's National Provider Identifier (NPI) Note: This code requires use of an Entity Code.
3	NPI	Facility Attending information	FL76	n/a	n/a	n/a	2310A NM109	n/a	PI	A3:562 Entity's National Provider Identifier (NPI) Note: This code requires use of an Entity Code.
4	Taxonomy	Facility other provider ID	FL57 (15 AN characters)	Billing provider info	33b	Populates from Provider record. Field can be edited and provider needs to confirm it is populated and is correct for TIN and NPI (group taxonomy)	2000A PRV03	2000A PRV03	TX	A6:145 PR Entity's specialty/taxonomy code. Usage: This code requires use of an Entity Code.
5	Taxonomy	n/a	n/a	Rendering Provider info (top)	24J	Rendering information populates from Provider record. Field can be edited and provider needs to confirm it is populated and is correct for TIN and NPI	n/a	2310B PRV03	TX	A6:145 PR Entity's specialty/taxonomy code. Usage: This code requires use of an Entity Code.
6	Taxonomy	Facility Attending information	FL 76 (0B, or 1G or G2 for taxonomy?)	n/a	n/a	n/a	2310A PRV03	n/a	TX	A6:145 PR Entity's specialty/taxonomy code. Usage: This code requires use of an Entity Code.
7	PO Box	Facility provider name and address. Cannot use PO Box on paper submission	FL1	Billing provider info	33	Billing provider exists as it populates from provider record. Only an issue if a PO Box is in Facets. Update billing address if it is a PO Box.	2010AA N301	2010AA N301	MB	A7:21 Missing or Invalid Information