U.S. Department of Labor

Office of Workers' Compensation Programs



OMB Number 1240-0021 Expires: 12/31/2023

1. Are you applying for a new enrollment or updating your record?									
New Enrollment	Re-Enrollment	Re-Valida	tion	Update					
1a. If Update, Re-Enrollm	nent or Re-Validation,								
Enter Provider ID or Federal Employer Identification Number (FEIN)									
PART A: BASIC INFORMATION (Required)									
2. Enrollment Type									
Individual									
Group Practice (Plea	ase see Page 9 for con	npletion of grou	p practice en	rollment)					
Facility/Agency/Orga	anization/Institution								
3. Provider Type									
(For multi-specialty grou	up provider, select prim	ary provider typ	e)						
If you select "Other Prov	vider" (96) or Non-Medi	ical Vendor (53)							
3a. Please explain									
4. Program									
DFEC I	DCMWC DE	EOIC	DLHWC						
5. Individual Information (I	f you enroll using SSN)	l						
5a. Last Name			5c. Middle	Name					
5b. First Name			5d. SSN						
6. Organization Information	n								
6a. Organization Name (Legal Business Name	e)								
6b. Organization Business Name (Doing Business As) 6c. FEIN									
7. National Provider Identif	fier (NPI)								
8. Entity Type									
8a. If Other, please explain	n								
9. Email Address									

I do not wish to be included in an online searchable list of OWCP providers.

10.

10a. Reason

PART B: LOCATION (Required)							
11. Location Contact Information							
11a. Business Name							
11b. Contact Last Name		11c. Contact First I	Name				
11d. Phone Number		11e. Fax Number					
11f. Email Address							
12. Physical Address							
12a. Address Line 1							
Address Line 2							
Address Line 3							
12b. City/Town	12c.State/Province 12d. Zip Code						
12e. County	12f. Cou	untry					
13. Mailing Address Same as Phys	ical Addre	ss					
13a. Address Line 1							
Address Line 2							
Address Line 3							
13b. City/Town	Town 13c. State/Province 13d. Zip Code						
13e. County	13f. Country						
		PART C: TAXON	OMY				
14. Taxonomy a. b. Code(s)		C.	d.	e.			

PART D: OWNERSHIP DETAILS (Optional)						
15. Organization Owner						
15a. Organization Name		15b. FEIN				
16. Individual Owner	1					
16a. Last Name	16b. First Name	16c. SSN				
17. Address						
17a. Address Line 1						
Address Line 2						
Address Line 3						
17b. City/Town	17c. State/Province	17d. Zip Code				
17e. County 17f. Country						
Additional Ownership Information						
18. Organization Owner		1				
18a. Organization Name		18b. FEIN				
19. Individual Owner	I	1				
19a. Last Name	19b. First Name	19c. SSN				
20. Address						
20a. Address Line 1						
Address Line 2						
Address Line 3						
20b. City/Town	20c. State/Province	20d. Zip Code				
20e. County	20f. Country	·				

PART E: LICENSE AND CERTIFICATION (Required for Individual and Facility/Agency/Organization enrollment types.) Group practice providers may skip Sections E and F, and continue at Section G through Addendum 1.				
21a. License/Certification Category		21b. Name		
21c. License/Certification Type	21d. License/Certification Number			
21e. Initial Issue Date	21f. Exp	iration Date		
21g. Issued State	21h. Issi	uer Agency		
21i. Web Link	-			
21j. License/Certification not required by State. 21k. Please explain				
Additional License/Certification				
22a. License/Certification Category		22b. Name		
22c. License/Certification Type		22d. License/Certification Number		
22e. Initial Issue Date	22f. Expi	piration Date		
22g. Issued State	22h. Issu	ier Agency		
22i. Web Link				

		ART F: IDENTIFIERS			
		AKTT. IDENTIFIERO			
23. Provider Identifier Information					
23a. Identifier Type		23b. Identifier Value			
23c. Start Date	23d. End Dat	9			
24. Additional Provider identifier inform	ation				
24a. Identifier Type	24b. Identifier Value				
24c. Start Date	24d. End Dat	24d. End Date			
	PART G:	EDI SUBMISSION METHOD			
25. Mode of Submission. Check all applic	cable				
Billing Agent/Clearinghouse	Web Interac	tive FTP Secured Batch			
Web Batch	None				
PART H: EDI SUBMITTER DETAILS					
26. Billing Agent/Clearinghouse/Submitte	r Information				
26a. Billing Agent/Clearinghouse OWC	P ID				
26b. Start Date	26	c. End Date			

		PART I: EDI CONTACT DETAILS				
27. EDI Contact Information						
27a. Contact Title						
27b. Last Name 27c. First Name						
27d. Phone Number		27e. Fax Number				
27f. Email Address						
28. Address						
28a. Address Line 1						
Address Line 2						
Address Line 3						
28b. City/Town	280	c. State/Province	28d. Zip Code			
28e. County	28f	Bf. Country				
29. Additional EDI Contact Information						
29a. Contact Title						
29b. Last Name		29c. First Name				
29d. Phone Number		29e. Fax Number				
29f. Email Address						
30. Address						
30a. Address Line 1						
Address Line 2						
Address Line 3						
30b. City/Town	300	c. State/Province	30d. Zip Code			
30e. County	30f	. Country				

Privacy Act Statement

Collection of this information by OWCP is necessary for its administration of the Federal Employees' Compensation Act, the Black Lung Benefits Act, the Longshore and Harbor Workers' Compensation Act and the Energy Employees Occupational Illness Compensation Program Act, and is authorized under 20 CFR 10.800, 20 CFR 30.700, 20 CFR 702.145, 20 CFR 725.714 and 33 USC 918(b). The information provided will be used to ensure accurate payment of medical and vocational rehabilitation provider bills and is protected by the Privacy Act of 1974, as amended (5 USC 552a) in accordance with the following systems of records: DOL/GOVT-1, DOL/OWCP-4 DOL/OWCP-9 and DOL/OWCP-11, published in the Federal Register, Vol. 81, page 25766, April 29, 2016, or as updated and republished. Completion and submission of this form is voluntary; however, failure to provide the information (including SSN or FEIN) will result in substantially delayed payment of bills. This information will be furnished to OWCP and its data processing contractors and may also be disclosed to other federal and state agencies in connection with the administration of other programs, to the Department of Justice for litigation purposes, and to medical and other provider review boards. Additional disclosures may be made through the routine uses for information contained in the referenced systems of records.

Public Burden Statement

Under the Paperwork Reduction Act., persons are not required to respond to a collection of information unless such collection displays a valid OMB control number. We estimate that it will take an average of 25 minutes to complete this information collection, including time for reviewing the instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the information. If you have any comments regarding these estimates or any other aspect of this collection including suggestions for reducing this burden, send them to the U.S. Department of Labor, Office of Workers' Compensation Programs, Room S-3524, 200 Constitution Avenue, N.W., Washington, D.C. 20210. DO NOT SEND THE COMPLETED FORM TO THE ABOVE ADDRESS.

Notice

If you have a substantially limiting physical or mental impairment, Federal disability nondiscrimination law gives you the right to receive help from OWCP in the form of communication assistance, accommodation and modification to aid you in the claims process. For example, we will provide you with copies of documents in alternate formats, communication services such as sign language interpretation, or other kinds of adjustments or changes to account for the limitations of your disability. Please contact our office or the claims examiner to ask about this assistance.

Disclosure Statement

Within ten years of the date of this statement have you or any individual listed on this application had an action related to fraud or abuse in a government program taken against him or her resulting in (1) a felony or misdemeanor conviction; (2) a liability finding in civil proceedings; or (3) a settlement entered in lieu of conviction? Yes No

If Yes, provide details including type of action, Agency undertaking adverse action and date of action.

Required for DFEC providers

For Provider Type "Medical Supplies/Durable Medical Equipment (DME) / Prosthetics / Orthotics" (75) only: Are you an accredited DMEPOS supplier enrolled with Medicare? Yes No

If Yes, provide the phone number that you used in your Medicare DMEPOS enrollment.

Confirm and Sign

I, the undersigned, certify to the following: I have read the contents of this application, and the information contained herein is true, correct, and complete.

I certify that I and my agents have currently in effect all necessary licenses, certifications, approvals, insurance, etc. required to properly provide the services and/or supplies for the OWCP in the state, county, locality, or jurisdiction where the services and/or supplies are provided. I will provide proof of such licenses, certifications, approvals, insurance, etc. upon the OWCP's request. I understand that any revocation, withdrawal, or non-renewal of necessary license, certification, approval, insurance, etc. required for me to properly provide services, shall be grounds for termination of enrollment/registration by the OWCP.

I authorize the OWCP to verify the information contained herein. I agree to notify the OWCP of any change in ownership, practice location and/or Final Adverse Action involving fraud or abuse within 30 days of the reportable event. In addition, I agree to notify the OWCP of any other changes to the information in this form within 90 days of the effective date of change.

I also certify that I am not currently sanctioned, suspended, debarred or excluded by any Federal or State Health Care Program, (e.g., Medicare, Medicaid, or any other Federal program), or otherwise prohibited from providing services to Medicare, Medicaid, or other Federal program beneficiaries nor are any owners, officers, or managing employees of the practice listed in this application.

I understand that any deliberate omission, misrepresentation, or falsification of any information contained in this application or contained in any communication supplying information to the Department of Labor, Office of Workers' Compensation Program (OWCP), or any deliberate alteration of any text on this application form, may be punished by criminal, civil, or administrative penalties including, but not limited to, the denial or revocation of OWCP billing privileges, civil damages, and/or imprisonment.

I agree to abide by the OWCP regulations and program instructions that apply to me or to the organization listed in Section 3A of this enrollment form. I understand that payment of a claim by OWCP is conditioned upon the claim and the underlying transaction complying with state and federal laws (including, but not limited to, the Federal anti-kickback statute) and OWCP regulations, and program instructions.

I have completed an ACH Vendor Payment/Electronic Fund Transfer (EFT) form.					
Print Name and Title					
Signature	Date				

Print, sign and mail or fax form to the following address:

Provider Enrollment
Department of Labor - OWCP
P. O. Box 8312
London, KY 40742-8312

Fax: 888-444-5335

Addendum 1: Individual Providers Information for Group Practice Enrollment (Part A)

									D .:	
ΗII	i in this	addendum to	า ลตต	lindate oi	remove se	rvicina ni	noviders :	tor Groun) Practice a	as applicable.
		addendam t	J ada,	upuate of	10111040 30	i violing pi	OVIGCIS	ioi Oioup	, i iactice t	as applicable.

- Reviewer will validate NPI for all servicing providers.
- Reviewer will also validate license and certificate for 9 or less servicing providers. For more than 9 providers, group is responsible for validating license and certificate.

1.	2. Individual Information (Applicable if enrolling using SSN)							
Add	2a. Last Name		2c. N	liddle Name				
Update								
Remove	2b. First Name			2d. S	SSN			
	Organization Information (Applicable if enrolling using FEIN)							
Ba. Organization Name								
3b. Organizati	3b. Organization Business Name 3c. FEIN							
4. Provider Ty	ре	5. NPI						
6. Taxonomy	a. b.	C.			d.	e.		
7. License/Ce	ertification Information							
License/ Certification Category License/Certification Type			License/ Issued Certification State Number		Initial Issue Date	Expiration Date		
ens	e/		,					
Additional Ad	dendum Information		<u> </u>			<u> </u>		
1.	2. Individual Information (Applicable if	enrolling	g using SSI	۷)				
Add Update	2a. Last Name	2c. Middle Name						
Remove		2d. SSN						
3. Organizat	ion Information (Applicable if enrolling using	g FEIN)						
3a. Organizati	on Name							
3b. Organizati	on Business Name					3c. FEIN		
4. Provider Ty	ре	5. NPI				ı		
6. Taxonomy	a. b.	C.			d.	e.		
7. License/Ce	ertification Information							
License/ Certification Category	License/Certification Type		Licens Certifica Numb	tion	Issued State	Initial Issue Date	Expiration Date	

Addendum 2: Taxonomy Information (Part C)

Type or print additional Taxonomy information as applicable.

Use additional sheet(s) as required.

Taxonomy

Addendum 3: License and Certification (Part E)

Type or print additional license and certification information as applicable.

Use additional sheet(s) as required

License/Certification Category			2. Name			
3. License/Certification Type			4. License/Certification Number			
5. Initial Issue Date	6. Exp	irat	ion Date			
7. Issued State 8	. Issuer	Ag	ency			
9. Web Link						
License/Certification Category			2. Name			
3. License/Certification Type			4. License/Certification Number			
5. Initial Issue Date	6. Exp	piration Date				
7. Issued State 8. Issued			ency			
9. Web Link						
License/Certification Category		2. Name				
3. License/Certification Type			4. License/Certification Number			
5. Initial Issue Date 6. Exp			xpiration Date			
7. Issued State 8. Issuer			er Agency			
9. Web Link						

Addendum 4: Billing Agent/Clearinghouse Provider ID (Part H)

Type or print additional Billing Agent/Clearinghouse Provider IDs as applicable.

Use additional sheet(s) as required.

Billing Agent/Clearinghouse ID	Start Date	End Date

Instructions

A brief description of each data element is listed below. Be sure to sign and date the form when you submit it.

Part A: Basic Information			
	New Enrollment - New Providers select when not previously enrolled with OWCP		
1.	Re-Enrollment - Previously enrolled Provider was excluded, now has become eligible to enroll with OWCP	Required	
	Re-Validate - Current Provider who is enrolled with OWCP but has expired information on the provider enrollment record.		
	Update - Current Provider who is enrolled with OWCP and needs to update existing information on the provider enrollment record		
	For Update, Re-Enrollment or Re-Validate		
1a.	Enter your Provider Number or Federal Employer Identification Number (FEIN).	Required if Update, Re- Enrollment or Re-Validate	
	NOTE: If Update is selected, ONLY complete the sections that you wish to change, then Confirm and Sign on page 8	option is selected in 1	
	Select Enrollment Type:		
	Individual		
	Any provider who is eligible to receive a Type I National Provider Identifier (NPI) through the National Plan and Provider Enumeration System (NPPES). Providers eligible to receive an NPI are those who deliver medical or health services, as defined under Section 1861(s) of the Social Security Act, 42 U.S.C. 1395x(s).		
	 Individuals providing only non-medical services, attendant care, or personal care services, who do not need an NPI. 		
	Group Practice		
	One or more health care practitioners who practice their profession at a common location (whether or not they share common facilities, common supporting staff, or common equipment) and have formed a partnership or corporation or are employees of a person, partnership or corporation, or other entity owning or operating the health care facilities at which they practice. These entities have a Type II National Provider Identifier (NPI) from the National Plan and Provider Enumeration System (NPPES).	Required	
2.	Fill out the appropriate parts in Addendum 1 of the form for each professional that will be providing services under the group Provider Number (Name, Social Security number, Provider Type Code from list	Refer to Appendix 2 for more information	

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		below, NPI, DEA Number, Taxonomy, License or Certificate Type, License Number, Issue Date, Issue State and Expiration Date of current license). Continue additional sheet(s) as needed.	
		Facility/Agency/Organization/Institution	
		• An Inpatient or Outpatient Hospital, a Skilled Nursing Facility, an Intermediate Care Facility, a Clinic (RHC, FQHC, Hospital Based Clinic, Urgent Care), a Psychiatric Facility, a Mental Institution, a Durable Medical Equipment Supplier, a Free Standing Ambulatory Surgical Center, a Long Term Care Facility, an Independent Clinical Laboratory, a Free Standing Radiology, a Dialysis Center, a Pharmacy, a Partnership, a Corporation, or any other entity that furnishes or arranges for the furnishing of services for which payment is billed under the OWCP programs. It does not include individual practitioners or groups of practitioners. In addition, you must also be eligible to receive and currently possess, a Type II National Provider Identifier, available through the National Plan and Provider Enumeration System (NPPES).	
		Any entity other than individual who does not deliver medical care or health services and is thus ineligible for a National Provider Identifier (NPI) available through the National Plan and Provider Enumeration System (NPPES). This provider type can include Fiscal Intermediaries, Non-Emergency Transportation, etc.	
3.		Select or print Provider Type	Required Refer to Appendix 1 & 3 for more information
	3a.	Type or print explanation for Provider Type	Required if 53 or 96 is selected in 3.
4.		Check the Program(s) in which you want to enroll as a provider.	Required
5.		Type or print Individual information	If enrolled using SSN, if not go to step 6
	5a.	Type or print provider's Last Name	Required
	5b.	Type or print provider's First Name	Required
	5c.	Type or print provider's Middle Name	
	5d.	Type or print SSN	Required
6.		Type or print Organization information	If enrolled using FEIN
	6a.	Type or print Organization Name (i.e.) Legal Business Name	Required
	6b.	Type or print Organization Business Name (i.e.) Doing Business As	Required
	6c.	Type or print FEIN	Required
7.		Type or print NPI	Refer to Appendix 3 for provider type NPI requirements

Previous editions unusable OWCP-1168

	Type or print IRS W9 Entity Type. Select from following values:			
	C Corporation			
	S Corporation			
	Individual/Sole Proprietor or single-member LLC			
	LLC Filing as C Corporation	Doguirod		
8.	LLC Filing as S Corporation	Required		
	LLC Filing as Partnership			
	LLC Filing as Sole Proprietor			
	Others			
	Partnership			
8a.	Type or print Reason	Required if selected Others in 8		
9.	Type or print Email Address			
10.	Select this option if you do not wish to be included in the OWCP online searchable program. However, selecting this option will not exclude your information in a FOIA (Freedom Of Information Act) request.			
10a.	Type or print Explanation			

	Part B: Location Information				
		Providers offering services at different location(s) are required to enroll separately for each location. Servicing providers under a group practice are not required to enroll separately.			
11.		Location Contact information			
	11a.	Type or print location Business Name	Required		
	11b.	Type or print contact Last Name			
	11c.	Type or print contact First Name			
	11d.	Type or print Phone number	Required		
	11e.	Type or print Fax number			
	11f.	Type or print Email Address			
12.		Type or print Physical Address			
	12a.	Type or print street Address Line 1	Required		
		Type or print street Address Line 2			
		Type or print street Address Line 3			

12b.	Type or print City or Town	Required
12c.	Type or print State or Province	Required for domestic address
12d.	Type or print Zip (or postal) Code	Required
12e.	Type or print County	
12f.	Type or print Country	Required for foreign address
13.	Select this option if the mailing address is same as the physical address. Otherwise print or type Mailing Address	
13a.	Type or print street Address Line 1	
	Type or print street Address Line 2	
	Type or print street Address Line 3	
13b.	Type or print City or Town	
13c.	Type or print State or Province	
13d.	Type or print Zip (or postal) Code	
13e.	Type or print County	
13f.	Type or print Country	
	Part C: Taxonomy	
14.	Type or print Taxonomy Use Addendum 1 for taxonomy for servicing providers Use Addendum 2 for additional taxonomy codes. Use additional sheet(s) as required.	Refer to Appendix 3 for provider type taxonomy requirements
	Part D: Ownership Details (OPTIONAL)	Part D is optional. For DFEC and DEEOIC providers, list any business with more than a 5% interest in or where involvement is at an officer, director or agent of the company

Type or print Organization Name	
Type or print FEIN	
Type or print Individual Ownership information	If enrolling using SSN
Type or print individual Last Name	
Type or print individual First Name	
Type or print SSN	
Type or print Ownership address	
Type or print street Address Line 1	
Type or print street Address Line 2	
Type or print street Address Line 3	
Type or print City or Town	
Type or print State or Province	For domestic address
Type or print Zip (or postal) Code	
Type or print County	
Type or print Country	For foreign address only
Section 18 to 20 are for additional ownership information, use additional sheets as required	
Refer to instructions for Section 15	If additional sheets needed
Refer to instructions for Section 16	If additional sheets needed
Refer to instructions for Section 17	If additional sheets needed
Part E: License and Certification	
	Type or print individual First Name Type or print individual First Name Type or print SSN Type or print Ownership address Type or print street Address Line 1 Type or print street Address Line 2 Type or print street Address Line 3 Type or print City or Town Type or print State or Province Type or print Zip (or postal) Code Type or print County Type or print Country Section 18 to 20 are for additional ownership information, use additional sheets as required Refer to instructions for Section 15 Refer to instructions for Section 16 Refer to instructions for Section 17

		Please provide all license/certification required by your State to perform the service under your Provider Type.		
		If a license or certification is not required by the State, attach letter/ evidence from the State authority.		
		OWCP will verify all your license/certification with your State's license issuer agency before your enrollment can be approved.		
		 After your enrollment is approved, you are responsible to keep your license/certification information up to date. 		
		 Expired license/certification will cause the termination of the provider status. 		
		If you have a renewed license/certification under a different number, please make sure to enter it using the exact same License/Certification Type.		
24		 Use Addendum 1 for license and certification information of servicing providers for group practice enrollment. 	Refer to Appendix 3 for	
21.		 Refer to Addendum 3 to add additional license and certification information. Use additional sheet(s), as required. 	requirements	
		Type or print license or certification category from following options:		
	21a.	License	If submitting a copy of your	
		certification	licenses and/or certifications skip 21b through 21i	
	21b.	Type or print Name	Required	
	21c.	Type or print License or Certification Type	Required	
	21d.	Type or print License or Certification Number	Required	
	21e.	Type or print License or Certification Initial Issue Date	Required	
	21f.	Type or print License or Certification Expiration Date	Required	
	21g.	Type or print License or Certification Issued State	Required	
	21h.	Type or print License or Certification Issuer Agency	Required	
	21i.	Type or print License or certification Web Link	Required	
	21j.	Select this option if License or Certification is not required by State		
	21k.	Type or print Explanation	Required if 21j. is selected	
22.		Additional License and Certification information. Refer to instructions for section 21. Use additional sheet(s) as required.		

Part F: Identifiers		
23.	Identifier information	

	Select or print Identifier Value from below list of values:	
	DEA Number	
	• NPI	
23a.	Other Provider ID	Medicare number is required for
	Previous Provider ID	hospitals (Provider type: 01, 02,
	Provider Medicare Number	03)
	United Mine Workers of America (UMWA) Number	
23b.	Type or print corresponding Identifier Value for selection in 23a	Required
23c.	Type or print Start Date	Required if (based on 23a.)
23d.	Type or print End Date	
24.	Additional Identifier information. Refer to instructions for section 23. Use additional sheet(s) as required.	

Part G: EDI Submission Method			
	Select mode of Submission	on. Select all applicable options:	
25.	Billing Agent/Clearinghouse	For providers who use a 3rd party to bill.	
	Web Interactive	For entering (keying) bills directly in the System.	
	FTP Secured Batch:	For submitting files via an SFTP site.	
	Web Batch	For upload/download of files in the system.	
	None	For submissions through paper form ONLY.	
		thod is often used by providers who submit their own nsactions. It allows a maximum file size of 50 MB.	
	and retrieve bate OWCP. This me	ession method is "FTP Secured Batch" if you submit ches at a secure web folder assigned to you by thod was designed with clearinghouses and billing It allows a maximum file size of 100 MB.	
	20	ne" if other submission method is selected. You can aper form in addition to EDI Submission.	

Part H: EDI Submitter Details		

26.	Billing Agent/Clearinghouse information Your Billing Agent/Clearinghouse must be enrolled with OWCP first. Please obtain the Billing Agent/Clearinghouse's OWCP ID to complete this section. If they are not yet enrolled, you can still complete your enrollment by temporarily choosing not to use Billing Agent/Clearinghouse. You can add them later after they are enrolled with OWCP. Refer to Addendum 4 for additional information. Use additional sheet(s) as required.	Required if Billing Agent/Clearinghouse selected in Part G
26a.	Type or print Billing Agent/Clearinghouse Company name, address, Tax ID, DBA, DOB, OWCP ID	Required
26b.	Type or print Start Date	Required
26c.	Type or print End Date	

		Part I: EDI Contact Details	
27.		EDI Contact information	Required if submitting EDI
	27a.	Type or print Contact Title	Required
	27b.	Type or print contact last name	Required
	27c.	Type or print contact First Name	Required
	27d.	Type or print contact Phone number	Required
	27e.	Type or print contact Fax number	
	27f.	Type or print contact Email Address	
28.		Type or print Contact Address	
	28a.	Type or print street Address Line 1	Required
		Type or print street Address Line 2	
		Type or print street Address Line 3	
	28b.	Type or print City or Town	Required
	28c.	Type or print State or Province	Required for domestic address
	28d.	Type or print Zip (or postal) Code	Required
	28e.	Type or print County	
	28f.	Type or print Country	Required for foreign address
29.		Additional EDI Contact information. Refer to instructions for Section 27	

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	Addendum 1: Servicing Providers Information	Required for enrollment type Group Practice	
1.	 Select one option to add, update or remove a servicing provider: For New Enrollment, only Add action can be selected. Type or print all the information for New and Update Action. Type or print SSN or FEIN for Remove Action. Servicing providers can be enrolled using SSN (individual) or FEIN (organization). 	Required	
2.	Type or print Individual information	If enrolled using SSN	
2a.	Type or print Last Name	Required	
2b.	Type or print First Name	Required	
2c.	Type or print Middle Name		
2d.	Type or print SSN	Required	
3.	Type or print Organization information	If enrolled using FEIN	
3a.	Type or print Organization Name	Required	
3b.	Type or print Organization Business Name	Required	
3c.	Type or print FEIN	Required	
4.	Type or print Provider Type	Required Refer to Appendix 1 for more provider type information	
5.	Type or print NPI	Refer to Appendix 3 for provider type NPI requirements	
6.	Type or print Taxonomy	Refer to Appendix 3 for provider type taxonomy requirements	
7.	Type or print License/Certification information	Refer to Appendix 3 for requirements	
	Type or print License or Certification Category from following options: License certification	Required	
	Type or print License or Certification Type	Required	
	Type or print License or Certification Number	Required	
	Type or print License or certification Issued State	Required	

	Type or print License or certification Initial Issue Date	Required						
	Type or print License or certification Expiration Date	Required						
	Addendum 2: Taxonomy	Refer to Part C instructions						
	Addendum 3: License and Certification	Refer to Part E instructions						
	Addendum 4: Billing Agent/Clearinghouse Refer to Part H instructions							
	Supporting Documents	Required, please attach copy of the applicable supporting document(s)						
1.	ACH Form	Required						
2.	Copy of License/Certification	Required if not providing License/Certification information in Part E						
3.	Other Supporting Document							
4.	Provider Enrollment Form Signature Page 8	Required						
5.	State Approval Letter							

Appendix 1: Provider/Hospital Type Codes

01	General Hospital	63	Optician
02	Special Hospital/ Rehabilitation Facility	65	Home Health Agency
03	Psychiatric Hospital	66	Rural Health Clinic
05	Community Mental Health Center	67	DMA Consult Contractor
20	Pharmacy	68	Federally Qualified Health Center
25	Physician (MD) & Physician (DO)	69	Birthing Center
27	Podiatrist	70	Health Maintenance Organization or
28	Chiropractor		Preferred Health Plan
29	Physician Assistant	71	Physical Therapist
30	Advanced Registered Nurse Practitioner	72	Occupational Therapist
	(ARNP)	73	Pulmonary Rehabilitation
31	Certified Registered Nurse Anesthetist	74	Outpatient Renal Dialysis Facility
	(CRNA)	75	Medical Supplies/Durable Medical
32	Psychologist		Equipment (DME) /Prosthetics/Orthotics
33	Contract Medical Consultant	76	Case Management Agency
34	Licensed Midwife	77	Social Worker
35	Dentist	78	Blood Bank
36	Registered Nurse (RN)	80	Pay-to-Intermediary
37	Licensed Practical Nurse (LPN)	88	Ambulatory Surgery Center
38	Nursing Attendant	89	Federal Facility (VA Hospital)
40	Ambulance	90	Skilled Nursing Facility (SNF)-Medicare
41	Contract Nurse		Certified & Non-Medicare Certified
42	Air/Water Ambulance Company	92	Intermediate Care Facility (ICF)
43	Taxi	93	Rural Hospital Swing Bed
44	Public Transportation & Private	94	Boarding House
	Transportation	95	Insurance Company (Third party Carriers)
46	Hospice	96	Other Provider
47	FOH-DMA Providers	97	Billing Agent
50	Independent Laboratory	98	Lien Holder
51	Portable X-Ray Company		
52	Alternative Medicine (e.g., Massage		
	Therapist/Acupuncturist)		
53	Non-Medical Vendor		
55	Vocational Rehabilitation (Training, Tuition		
	and Schools)		
56	Vocational Rehabilitation Counselor		
57	Rehabilitation Maintenance		
58	Assisted Re-employment		
59	Relocation Expenses		
60	Audiologist/Speech Pathologist		
61	Second Opinion Contractor		
62	Optometrist		

Appendix 2: Enrollment Type/Provider Type

Applicable provider types for each enrollment type are listed:

Enrollment Type	Provider Type			
Individual	25, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 40, 41, 42, 43, 44, 47, 50, 51, 52, 53, 55, 56, 57, 58, 59, 60, 61, 62, 63, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 80, 88, 95, 96, 98			
Group Practice	25, 27, 28, 29, 30, 31, 32, 34, 35, 36, 37, 38, 43, 52, 60, 62, 63, 65, 66, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 96			
Facility/Agency/Organization/Institution	01, 02, 03, 05, 20, 40, 42, 43, 44, 46, 50, 51, 53, 55, 57, 58, 59, 65, 66, 68, 69, 70, 73, 74, 75, 76, 78, 80, 88, 89, 90, 92, 93, 94, 95, 96, 98			

Appendix 3: Provider Type Matrix

Provider Type	NPI required?	Taxonomy required?	License/Certification required?	Applicable Program(s)	Self-Enrollment allowed? **
01	~	•	→	All	~
02	~	~	•	All	~
03	~	~	•	All	~
05	~	~	•	All	~
20	·	~	•	All	~
25	~	~	•	All	~
27	~	~	•	All	~
28	~	~	•	All	~
29	~	~	•	All	~
30	~	~	•	All	~
31	·	~	•	All	~
32	·	~	•	All	~
33			•	DEEOIC	
34	~	~	•	DFEC	~
35	·	~	•	All	~
36	·	~	•	All	~
37	~	~	•	All	~
38	·	~	•	All	~
40	·	~	•	All	~
41		~	•	DFEC	
42	~	·	•	All	~
43			•	All	~
44			•	All	~
46	·	~	→	All	~

Provider Type	NPI required?	Taxonomy required?	License/Certification required?	Applicable Program(s)	Self-Enrollment allowed? **
47	~	•	•	DFEC	
50	,	•	~	All	~
51	~	•	·	All	•
52	~	•	~	All	•
53			~	All	✓ for DEEOIC
55			·	DFEC	
56			~	DFEC	
57			~	DFEC	
58			·	DFEC	
59				DFEC	
60	·	✓	~	All	•
61	*	→	·	All	
62	~	•	~	All	•
63	~	•	~	All	•
65	~	•	~	All	•
66	~	•	~	All	•
67	*	•	~	DFEC	
68	~	•	~	All	•
69	*	•	~	All	•
70	·	✓	~	All	•
71	*	✓	·	All	~
72	~	✓	~	All	~
73	~	✓	~	All	~
74	*	✓	·	All	~
75	·	•	~	All	•

Provider Type	NPI required?	Taxonomy required?	License/Certification required?	Applicable Program(s)	Self-Enrollment allowed? **
76	•	•	•	All	~
77	~	~	•	All	~
78	~	~	•	All	~
80	~	~	•	All	~
88	~	~	•	All	~
89	~	~	•	All	~
90	~	~	•	All	~
92	~	~	•	All	~
93	~	~	•	All	~
94	•	~	•	All	•
95	~			All	~
96	~	~	•	All	~
97				All	~
98				All	

^{**} If Self-Enrollment is not allowed for a certain provider type, please contact 1-844-493-1966.