



Are you an MTF Commander or Healthcare Provider?

**If so, then you need
to know about the
HIPAA NPI!!**

**Visit
www.tricare.osd.mil/hipaa/identifiers**

NPI-National Provider Identifier
Compliance Date: May 23, 2007

National Provider Identifier



Why is the NPI important to me as a provider?

The National Provider Identifier is a new HIPAA requirement that affects both individual and organizational providers. MHS individual providers are required to obtain and submit their NPIs to their Credentialing office prior to May 23, 2007. The NPI will be required to identify providers on claims, prescriptions, referrals, etc. and will be the standard identifier for providers across the United States.

Why should I apply now, if the NPI is not required until 2007?

By obtaining your NPI as soon as possible, you will be aiding in TMA's implementation efforts and helping to ensure that the MHS is in compliance. NPIs are needed as soon as possible so that TMA can ensure provider and IT system readiness by the compliance date.

For more information on how the NPI affects MHS providers, please visit www.tricare.osd.mil/hipaa/identifiers.

Helpful Hints When Applying for the NPI

-Before you begin, make sure you have the following information

Provider Name

SSN

Provider Date of Birth

Country of Birth

State of Birth (if Country of Birth is U.S.)

Mailing Address

Practice Location Address and Phone Number

Taxonomy (Provider Specialty)

*State License Information**

Contact Person Name

Contact Person Phone Number and Email

*required for certain taxonomies only

Web Application Hints

- Use the application's navigation buttons, NEXT or PREVIOUS.
- Do NOT use the browser's buttons, BACK and FORWARD.
- If you have a problem with the system and cannot continue, wait 20 minutes before logging on again.
- Print each page as you complete the application to keep a record of your file. Also remember to save your username and password.

Paper Application Hints

- Do not staple the application pages together.
- Remember to print legibly or type your application.
- Include an original signature of the health care provider and a telephone number on the application. Do not send a photocopy of the signature or an application with a stamped signature.

Paper and Web Application Hints

- To apply online or obtain an NPI application, please visit <https://nppes.cms.hhs.gov/NPPES>.
- Remember to select an entity type:
- **Entity Type 1:** Health care providers who are individuals, need to complete sections 1, 2A, 3, 4A, and 5.
- **Entity Type 2:** Health care providers who are organizations or subparts, need to complete sections 1, 2B, 3, 4B, and 5.
- Post office boxes may not be entered as practice location addresses.