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Claims Submission Instructions for Institutional Providers Billing Vaccine Claims in Cases Where a National Provider Identifier (NPI) Is Not Available

Note: This article was updated on October 23, 2012, to reflect current Web addresses. This article was previously updated on October 23, 2012, to reflect current Web addresses. This article was previously revised on May 8, 2007, to add the statement that Medicare FFS has announced a contingency plan regarding the May 23, 2007 implementation of the NPI. For some period after May 23, 2007, Medicare FFS will allow continued use of legacy numbers on transactions; accept transactions with only NPIs; and accept transactions with both legacy numbers and NPIs. For details of this contingency plan, see the *MLN Matters* article, MM5595, at <http://www.cms.gov/outreach-and-education/medicare-learning-network-mln/mlnmattersarticles/downloads/MM5595.pdf> on the CMS website. All other information remains unchanged.

Provider Types Affected

Institutional providers submit affected claims to Medicare fiscal intermediaries (FIs), including regional home health intermediaries (RHHIs).

Background

Regulations implementing the Administrative Simplification provisions of the Health Insurance Portability and Accountability Act of 1996 (HIPAA) require the use of National Provider Identifiers (NPIs) by covered health care providers and health plans (other than small plans), effective May 23, 2007. This article provides information about Medicare claim submissions for immunizations where the NPI of the attending physician may not be available.

Disclaimer

This article was prepared as a service to the public and is not intended to grant rights or impose obligations. This article may contain references or links to statutes, regulations, or other policy materials. The information provided is only intended to be a general summary. It is not intended to take the place of either the written law or regulations. We encourage readers to review the specific statutes, regulations and other interpretive materials for a full and accurate statement of their contents.

Key Point

For claims received **on or after May 23, 2007**, where an NPI is not available for use in claims processing, institutions submitting vaccine roster bills to FIs or RHHIs must duplicate their own NPI in the Attending Physician NPI field on the claims.

Additional Information

Institutional Roster Billing – Institutions that provide covered vaccinations to groups of Medicare beneficiaries may use simplified roster billing procedures to submit a single claim form to Medicare, attaching a roster of all the beneficiaries vaccinated on a given day. Since the provider identifiers of the attending physicians of these beneficiaries are not available to the institution providing the immunizations, longstanding Medicare instructions require the use of the surrogate Unique Physician Identification Number (UPIN) “SLF000” in the UPIN field on the institutional claim. **For claims submitted on or after May 23, 2007, the provider’s own NPI is to be reported in the NPI field for the attending physician.**

The official instruction issued to your FI/RHHI regarding this change may be found by going to <http://www.cms.gov/Regulations-and-Guidance/Guidance/Transmittals/downloads/R1051CP.pdf> on the CMS website.

Please contact your local FI/RHHI if you have questions about this issue. To find their toll free phone number, go to <http://www.cms.gov/Research-Statistics-Data-and-Systems/Monitoring-Programs/provider-compliance-interactive-map/index.html> on the CMS website.

Flu Shot Reminder

September is the perfect time to start talking with your patients about getting the flu shot. Medicare provides coverage for the flu vaccine and its administration. Please encourage your Medicare patients to take advantage of this vital benefit. And don't forget – health care professionals and their staff benefit from the flu vaccine also. **Protect Yourself. Protect Your Patients. Get Your Flu Shot.**

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