### PECOS 101 March 2019

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59 Million Patients, 2 Million Providers, ONE Mission

### **Session Overview**

- Introduction to PECOS
- Overview of the PECOS Home Page
- Medicare Look up Tool
- Revalidation Notification Center
- Submitting Revalidation Application
- Submitting Initial Application
- Submitting Change of Information
- Submitting Signatures at a Later Time





# Introduction to PECOS:

# What is PECOS?

The Provider Enrollment, Chain and Ownership System (PECOS) is the system that houses all provider's enrollment and billing information.

PECOS can be used in lieu of the paper CMS-855 enrollment application to:

- ✓ Submit an initial Medicare enrollment application
- ✓ Submit changes to existing Medicare enrollment information
- Revalidate your enrollment information
- ✓ Track the status of an enrollment application
- ✓ Reactivate an existing enrollment record
- Withdraw from the Medicare Program

# Log in Screen

### USER LOGIN

Please use your I&A (Identity & Access Management System) user ID and password to log in.



Who Should I Call? [PDF, 155KB] 🖾 - CMS Provider Enrollment Assistance Guide

### BECOME A REGISTERED USER

You may register for a user account if you are: an Individual Practitioner, Authorized or Delegated Official for a Provider or Supplier Organization, or an individual who works on behalf of Providers or Suppliers.

Register for a user account

Questions? Learn more about registering for an account

Note: If you are a Medical Provider or Supplier, you must register for an NPI 🗁 before enrolling with Medicare.

### Helpful Links

Application Status - Self Service Kiosk to view the status of an application submitted within the last 90 days.

Pay Application Fee 🖾 - Pay your application fee online.

View the list of Providers and Suppliers [PDF, 94KB] 🖾 who are required to pay an application fee.

### Home Page

### Welcome

### Release Notes

Want to learn what's new in the latest PECOS release? Please review the Release Notes [PDF].

### System Notifications

Note: JavaScript must be enabled in your internet browser for PECOS to work properly. If JavaScript is currently disabled in your browser, refer to the Accessibility section in PECOS Help for instructions on enabling JavaScript.

### Details

 PECOS users are no longer able to mail documents that require a signature. When submitting your application, be prepared to provide an e-signature or upload your documents that require a signature.

6

## Home Page



### Home Page - Medicare ID Look up Tool

#### Welcome Anitha Jonnala Help User Account Release Notes Manage Access Want to learn what's new in the latest PECOS release? Please review the Release Notes[PDF]. Additional Resources System Notifications Medicare ID Note: JavaScript must be enabled in your internet browser for PECOS to work New! Search Tool properly. If JavaScript is currently disabled in your browser, refer to the Accessibility section in PECOS Help for instructions on enabling JavaScript. How to Guides Details FAQs 뎍 Some features of PECOS are not compatible with IE 10 and IE 11 browsers. These Glossary issues can be remediated by enabling Compatibility View. For assistance, please contact your internal IT support helpdesk. Who Should I Call? For more details on this compatibility view settings for IE 10 please go to the [PDF, 214 KB] 🛄 following site 🖵. For more details on this compatibility view settings for IE 11 please go to the Application Status Kiosk 🗖 following site 🖵. Additional Links PECOS users are no longer able to mail documents that require a signature. When submitting your application, be prepared to provide an e-signature or upload your documents that require a signature. Manage Medicare and Account Information MY ASSOCIATES >> ACCOUNT MANAGEMENT Update your user account information, · Enroll in Medicare for the first request or remove access to time organizations View and update existing · Manage access to Medicare Medicare information

enrollments

· Continue working on saved

applications

8

# Medicare ID Look up Tool





# Questions



Unite & Description Heritzanian Contex	
Revalldation Notification Center	
Filter proliments	Filter Enrollments
relate punde out at finde a time informing space to new your minimistic. Sincling on on rear oution not clear the options selected and load the full list of encliments.	Please provide one or more of the following option to filter your enrollments. Selecting on the reset button will clear the options
Enrollment Type All Types V (MILLET B)	selected and load the full list of enrollments.
Type/Speciality         Enrollment Status         Web Tracking ID           [At PrenderSoppier Types         ↓         At Statuses         ↓           Begins with T Followed by 15 Digts         ↓         ↓         ↓	Enrollment Type All Types SELECT  SELECT
Provider (Name/Legal Business Name)	
Receiving Entity (much had or organization receiving reassignment) or Employer	Type/Specialty     Enrollment Status     Web Tracking ID       All Provider/Supplier Types     All Statuses     Image: Comparison of the status
FLIER RESET	Provider (Name/Legal Business Name)
If the provider has subconcenter evailation application, go to the <u>My Associates</u> page to select the provider them term revailation of the provider's enrollment. The Concentrement occument will above the Contract Person that was entered first in the enrollment. The Authorized Official column	
directions the Authorized Official with the earliest effective date.	Receiving Entity (individual or organization receiving reassignment) or Employer
The Revalidation Notification Center is intended to provide notification of revalidation due dates and not the status of revalidation     applications.     # a Provider or Supplier has successfully completed revalidation they will no longer appear on the Revalidation Notification     Cance with 60 Advise.	
Centrel and so days. If the Provide of Suppler has submitted a revalidation, please disregard the due date listed. Web Tracking IDs will not appear if you have not started a revalidation application or for providers who have successfully completed revalidation	
For a Sole Ovenership, the individual and Organization entities must both complete revalidation.     Group revalidations may require that all individuals reassigning benefits to revalidate as well.     The Remaindation Notification Center does not include revalidation agglications submitted via paper unless the application has	
Seen finalized by the MAC. * index shart the user does not have access to this provider enrollment record, but has access to the receiving entity or employer. Please go to your Management Q and request a connection to this provider.	
Provider More Enrolment	Lifthe provider has submitted the revalidation application, go to the My Associates page to select the provider then view the
Accord information. State. Employer Type: Spectany. Jan. Status. Int. V	revalidation status for the provider's enrollment.
View ANTHA APPLICATION CONNECTICUT PRACTICE 8558 APPROVED 930929023 - SUBMITTED SPECIAL STR	The Contact Person column will show the Contact Person that was entered first in the enrollment. The Authorized Official column displays the Authorized Official with the earliest effective date.
View Assistance Anthan Revultation Religious Non- APPLICATION CONNECTICUT MEDICAL HEALTH B55A APPROVED 330825923 -	Attention:
View HOSHTAL HAS BEEN CARE INSTITUTION SUBMITED (RNHCI) Hotifications BY THE USER	The Revalidation Notification Center is intended to provide notification of revalidation due dates and not the status of revalidation
II REVALIDATION ANNARAM PHYSICIAN XXXXX	applications.
AWAARAM HAS BEEN HAWAII HOSPITAL ASSISTANT 8591 APPROVED 2000." SUBMITED BY THE USER	<ul> <li>If a Provider or Supplier has successfully completed revalidation they will no longer appear on the Revalidation Notification</li> </ul>
Continue (D) Application Revalaction	<ul> <li>If the Provider or Supplier has submitted a revalidation, please disregard the due date listed</li> </ul>
Visez Holoshita, STAREB BUT VIRGINA PRACTICE PLAN 8558 APPROVED 930929023 : Application SUBMITTED	<ul> <li>Web Tracking IDs will not appear if you have not started a revalidation application or for providers who have successfully</li> </ul>
a ( a ) a	completed revalidation.
Records 1- 4 of 4	<ul> <li>For a Sole Ownership, the Individual and Organization entities must both complete revalidation.</li> <li>Group revalidations may require that all individuals reassigning benefits to revalidate as well.</li> </ul>
Revalidation Info. is as of 01/17/2019 01:01 AM Note: Place select the "Download Recot" button to drawiload the record in .cov format	<ul> <li>The Revalidation Notification Center does not include revalidation applications submitted via paper unless the application has</li> </ul>
PRINT	been finalized by the MAC.
RETURN TO HOME	* indicates that the user does not have access to this provider enrollment record, but has access to the receiving entity or employer. Please go to Account Management 🖵 and request a connection to this provider.







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ļ	Action Provider	Receiving Entity/ Employer	Type/Specialty	Form Type ▼	Enrollment Status	<u>NPI</u> ♥	<u>Medicare</u> ID	<u>Web</u> <u>Tracking</u> ID_₽	Revalidation Due Date	Contact Person	Authorized
#	E Contraction of the second		FAMILY PRACTICE	855I	APPROVED XXX-XX- XXXX				08/31/2018		
#			PHYSICAL THERAPIST	855I	APPROVED XXX-XX- XXXX				11/30/2018		

If you are not the surrogate for the provider a '#' will be displayed. GO TO I&A to establish surrogacy



# **Submitting Revalidation Application**

# **Revalidation Application**



#### **Confirm Reason for Application**

#### Medicare Part B Enrollment

Based on your responses, the following reason for application was identified.

#### A Medicare Part B supplier is currently enrolled in the Medicare program. The supplier is revalidating Medicare enrollment information.

#### The application is for:

Legal Business Name	Tax Identification Number (TIN)	Supplier Type	State
ANITHA HOSPITAL	93-0929023	CLINIC/GROUP PRACTICE	CONNECTICUT

Clicking on the 'Start Application' button will create a Medicare application using the above information.

**Please note**: After you click 'Start Application' a Web Tracking ID will be created. This does not mean that your application has been submitted.

At the conclusion of this process:

- The application is submitted to the appropriate Medicare fee-for-service contractor(s) for processing
- An Authorized Official or Delegated Official must sign a statement certifying the submitted information
- The certification statement, additional required signatures, and required attachments must be electronically signed or mailed to the identified fee-for-service contractor(s)
- The Medicare enrollment is finalized after the fee-for-service contractor processes
  this application and approves the information
- Any required and/or supporting documentation not uploaded must be mailed in to the fee-for-service contractor

START APPLICATION

### **Revalidation Application – Enrollment Information**

<u>Home > My Associates > My Enrollments > Revalidation</u>

· · · ·	Fast Irack view	Error/Warning Check 3
roliment ID: 0201 cID: 87292294480 b Tracking ID: T02	51209000060 20151209000060 21120190000000	
Reason for Appli	cation	
Enrolled Supplier i	s Revalidating their Enro	llment Information
EDIT REASON		
Reports		
Select the hyperlink	to view the Application bei	na oditod:
√iew Application bei	ng edited 🗖	ng edited.
View Application bei Select the hyperlink	ng edited I	eport:
View Application bei Select the hyperlink View Medicare ID R	ng edited 🖵 to view the Medicare ID Re eport 🖵	eport:
View Application bei Select the hyperlink View Medicare ID R	ng edited 🖾 to view the Medicare ID Re eport 🖾	eport:
View Application bei Select the hyperlink View Medicare ID R Topics Organization Info	ng edited 📮 The second	eport:
View Application bei Select the hyperlink View Medicare ID R Topics Organization Info ANITHA HOSPI	ng edited 🖾 to view the Medicare ID Re eport 🖾 mation TAL 93-0929023	eport:
View Application bei Select the hyperlink View Medicare ID R Topics Organization Info ANITHA HOSPI Type of Organiza IRS Proprietary/ Indian Health Fa	Ing edited P to view the Medicare ID Re eport P rmation TAL 93-0929023 ation Structure: Corporat Non-Profit Status: Proprie cility: No	ing eanea. eport: ion etary
View Application bei Select the hyperlink View Medicare ID R Topics Organization Info ANITHA HOSPI Type of Organiza IRS Proprietary/ Indian Health Fa	Ing edited C	ion etary
View Application bei Select the hyperlink View Medicare ID R Topics Organization Info ANITHA HOSPI Type of Organiza IRS Proprietary/ Indian Health Fa GO TO TOPIC S Supplier Type	Ing edited C to view the Medicare ID Re eport C ormation TAL 93-0929023 ation Structure: Corporati Non-Profit Status: Proprie cility: No	ion etary

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### **Revalidation Application - Reassignments**

Rendering Healthcare Services at a Patient's Home				
BALTIMORE, CA 21043				
Effective Date of Information: 01/01/20	014			
GO ТО ТОРІС 🔊				
Reassignment				
Accepting Reassignment from: JO	NNALA, ANITHA			
Effective Date of Information:	Medicare Identification Number(s):			
Social Security Number (SSN): XXX- XX-XXXX Date of Birth: 04/04/XXXX	Medicare ID(s) for provider reassigning benefits: 4324234234			
Practice Location Address:				
GO ТО ТОРІС 🛐				
Physician Assistant Employment				
SWETHA ANNARAM				
Effective Date of Employment: 09/05/2 Physician Assistant's National Provide	2010 <b>er Identifier (NPI):</b> 1164425252			
ANITHA JONNALA				
Effective Date of Employment: 03/20/2016 Physician Assistant's National Provider Identifier (NPI): 1013910025				
ANITHA JONNALA				
Effective Date of Employment: 09/05/2 Physician Assistant's National Provide Medicare ID: PAX1234567	2018 er Identifier (NPI): 1154391845			

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GO TO TOPIC 🔊

### **Revalidation Application – Update Reassignments**

• •		
opic Summary		
his topic captures information to identify Me ill establish a reassignment of benefits.	dicare providers with whom the applicant more information about Reassignment	
Filter Reassignment of Benefits		
Please provide one or more of the following options to filter your enrollments. Selecting on the Clear Filter button will clear the options and load the full list of enrollments		
Advanced Search		
ADD INFORMATION		
Reassignment Information		
Reassignment Information Records Accepting Reassignment from: JONN	1 - 1 of 1 ALA, ANITHA	
Reassignment Information Records Accepting Reassignment from: JONN Effective Date of Information:	1 - 1 of 1 ALA, ANITHA Medicare ID(s) for provider	
Reassignment Information Records Accepting Reassignment from: JONN Effective Date of Information: 01/01/2011 Social Security Number (SSN): XXX-	1 - 1 of 1 ALA, ANITHA Medicare ID(s) for provider receiving reassignment of	
Reassignment Information Records Accepting Reassignment from: JONN Effective Date of Information: 01/01/2011 Social Security Number (SSN): XXX- XX-XXXX Date of Birth: 04/04/XXXX	1 - 1 of 1 ALA, ANITHA Medicare ID(s) for provider receiving reassignment of benefits: 4342123345	
Reassignment Information Records Accepting Reassignment from: JONN Effective Date of Information: 01/01/2011 Social Security Number (SSN): XXX- XX-XXX Date of Birth: 04/04/XXXX	1 - 1 of 1 ALA, ANITHA Medicare ID(s) for provider receiving reassignment of benefits: 4342123345	
Records Accepting Reassignment from: JONN Effective Date of Information: 01/01/2011 Social Security Number (SSN): XXX- XX-XXXX Date of Birth: 04/04/XXXX [DELETE]]	1 - 1 of 1 ALA, ANITHA Medicare ID(s) for provider receiving reassignment of benefits: 4342123345 Medicare ID(s) for provider reassigning benefits: 4324234234	

## **Revalidation Application - Control**

You have indicated that the applicant does not have	ave any information for this topic.
бо то торіс 题	
ndividual Control	
JOHN, ANNE	
Tax Identification Number (SSN): XXX-XX- XXXX	Final Adverse Legal Action
Date of Birth: 01/01/XXXX	
Individual's Relationship to the Applicant: 5% OR MORE OWNERSHIP INTEREST Effective Date: 01/01/2015	
PARTNER Effective Date: 01/01/2015	
DIRECTOR/OFFICER Effective Date: 01/01/2014	
CONTRACTED MANAGING EMPLOYEE Effective Date: 01/01/2015	
AUTHORIZED OFFICIAL Effective Date: 01/01/2015	
Patient Records Storage Location	

### **Revalidation Application – Update Control**

Fopic Summary	
This topic requests information about individuals with ownership interest in and/or managing control of the applicant. All managing employees for the practice locations listed on this enrollment must be eported. (more information about Individuals with Managing Control)	
Individuals with Ownership Interest and/or Managing Control Information	
Records 1 - 1 of 1	See all ALAs submitted and Add
JOHN, ANNE	new
Tax Identification Number (SSN): XXX-XX- XXXX  Date of Birth: 01/01/XXXX	
Individual's Relationship to the Applicant: 5% OR GREATER DIRECT/INDIRECT OWNER Effective Date: 01/01/2015	
PARTNER Effective Date: 01/01/2015	
DIRECTOR/OFFICER Effective Date: 01/01/2014	
CONTRACTED MANAGING EMPLOYEE Effective Date: 01/01/2015	
AUTHORIZED OFFICIAL Effective Date: 01/01/2015 EDIT DELETE D	

# **Supporting Documents**



- Expedite Application Processing
- Submit PDF and TIFF formats
- Copy of CMS-855 Form not needed
- Copy of Certification Statement should not be uploaded here

# **Supporting Documents**

\* Do you want to upload one or more documents with your Medicare enrollment application now?

• Yes, I would like to upload one or more documents now.

 $\bigcirc$  No, I do not want to upload any documents now. (You may upload documents at a later time.)

Step 3: Upload digital copies of the documents.

**Instructions for this step:** This step is required only if you selected the Upload delivery method for any documents you identified in Step 1. Complete Step 2 before Step 3.

Please select any required or supporting documents you identified in Step 1 with the Upload delivery method and upload them below as attachments to your Medicare enrollment application. Please select the document type, the document name, and click the UPLOAD button to attach each file to your Medicare enrollment application.

Documents you upload appear in the Current Uploaded Documents table.

Send hard copies of the documents you identified with the Mail delivery method in Step 1 to your MAC via U.S. Mail.

**Note:** Please do not upload your signed documents in this section. You will be able to upload them on the Manage Signatures page of the submission process.

Please do not upload the following documentation. Doing so might delay processing your application and could require further action:

Form CMS-855A, Form CMS-855B, Form CMS-855I, Form CMS-855S, or Form CMS-855O.

#### File Upload Constraints:

- · You may upload only PDF or TIFF formatted document files that are 10MB or less.
- · You may upload only 100 or fewer documents per application submission.
- Each uploaded file may only contain one document. Files with multiple documents are not valid.

* Document Type	* Document Name
Select Document Type	Browse
	UPLOAD 🔊

Document Type	* Document Name
Select Document Type	Browse
	UPLOAD 🔊

#### Current Uploaded Documents



# **Begin Submission**

onics Topics for thi	s Enrollment	SELECT D		
/ Application Progr	ess	90%	]	
me > <u>My Associate</u>	es > <u>My Enrollments</u> >	Revalidation		
Topic View	Fast Track View	Error/Warning Check 1	1	
Enrollment Subr	nission			
Note: Your applicati	on is ready for submission	with warning messages. Please r	eview the	
BEGIN SUBMISSIO				
nrollment ID: 0201	60316000092			
ID: 0720220440C	00460046000000			

### Submit Signatures

My Application Progress

90%

<u>Home > My Associates > My Enrollments > Revalidation > Submission Process</u>

Select Signatories					
Signatory for Organization Enrollment	(*) Red asterisk indicates a required field.				
The selected Signer will be responsible the E Certification Statement for the Organization E	lectronic Funds Transfer Agreement and inrollment.				
* Authorized Signer ANNE JOHN V					
NEXT PAC	GE 🗾				



# Submit Signatures

### **FACTS**

- The Authorized Official (AO) for the organization or Practitioner must sign all initial application
- A Designated Official for an organization can sign a Change Of Information application, so long as the AO is not updated
- When establishing a new contact person for EFT a signature is required
- When establishing adding an IDTF supervising physician a signature is required
- When establishing reassignments for the first time, both the group and the member must sign
- If deleting or modifying an existing reassignment only the initiating party need to sign

#### Manage Signatures

(\*) Red asterisk indicates a required field.

Name: ANITHA HOSPITAL Web Tracking ID: T021120190000015

TIN: XX-XXXXXXX

**NEW!** PECOS now allows users to upload signed documents. Please upload your certification statement(s), authorization statement(s), and CMS-588 forms on this page, or after submission, by navigating to the My Enrollments page and selecting the Manage Signatures option.

Note: Users will no longer be able to mail in signature documents. Please select either Electronic or Upload.

**NEW!** - Any Authorized or Delegated Officials with an ITIN will not be able to submit electronic signatures. Authorized or Delegated Officials with an ITIN entered on this application **must now upload their signature documents**.

Please select a signature method for each signer:





 Electronic signatures will help in getting your application processed quickly.

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MLN Matters <u>https://www.cms.gov/O</u> <u>utreach-and-</u> <u>Education/Medicare-</u> <u>Learning-Network-</u> <u>MLN/MLNMattersArticl</u> <u>es/downloads/MM108</u> <u>45.pdf</u>

### Submit Signatures - Electronic



# Sample Email



#### ANNE JOHN,

A Medicare application for ANITHA HOSPITAL for Revalidation has been submitted by Anitha Jonnala, 111-111-1111, <u>anitha.jonnala@cgifederal.com</u>. You have been identified as an authorized signer for this application for which CMS allows you to provide an electronic signature using the instructions below. Please disregard this email if you have already submitted a signature.

Enrollment Application Information: Provider/Supplier Name: ANITHA HOSPITAL Provider/Supplier Specialty Type: INDEPENDENT DIAGNOSTIC TESTING FACILITY (IDTF) State: CA Form Type: AUTHORIZED OFFICIAL CERTIFICATION STATEMENT FOR CLINICS AND GROUP PRACTICES (855B) Practice Location: 12322 Oak Creek Lane APT 612, Fairfax, CA 22033 NPI: 1013910025, 1013910116 Web Tracking ID: T021120190000015 Signatory Name: ANNE JOHN Signatory Role: AUTHORIZED OFFICIAL Topic/s Changed: Organization Information, Physical Location and "Special Payments" Address, Individual Control, Contact Person

#### Instructions:

You may provide an electronic signature using your PECOS user ID at (https://pecos.cms.hhs.gov) OR through the PECOS E-Signature website <a href="https://pecos.cms.hhs.gov/pecos/eSignLogin.do">https://pecos.cms.hhs.gov/pecos/eSignLogin.do</a>, using your identifying information, e-mail address, and unique PIN 1549910026968 Continue to the 'Pending Signatures' section and locate the respective enrollment application to review and apply your E-Signature.

### Signatures with Pin

elcome to PECOS E-signature Application	
(*) Red asterisk indicates a required field.	I I NE E
Remote Authentication Fage	
You have been directed to this site in order to electronically sign certain required documents related to Medicare enrollment application recently submitted on your behalf.	
WARNING: If you believe you have been directed to this site by mistake, please close this	
and using this system you expressly consent to system monitoring. Any misuse will be documented as evidence of possible criminal activity and reported to the appropriate law	
enforcement officials.	l intorn
Verify Your Identity and Validate Your Application Record	
Enter the required Identity information:	from
* Firet Name	
* Last Name	
* Date of Birth	
MM/DD/YYYY	
<u>* SSN</u>	
No Format Required	
	I of the
Enter the email address and PIN you received in the PECOS emails:	
* Email Address	
* DIN	
If your PIN is lost or expired, click here to generate a new one.	

The E-signature page will ask for your information and the PIN from the email

Relocate to the bottom of the screen for a new PIN

### Submit Signatures - Upload

#### Please select a signature method for each signer:



### **Complete Submission**

#### **Submission Page**

(\*) Red asterisk indicates a required field.

#### Medicare Contractor

The Medicare Contractor(s) listed here would be responsible for processing your electronic and printed application materials. If more than one contractor is listed, you must mail copies of print documents to each contractor listed. You must mail all required print documents within 15 days of submitting the electronic part of your application.

Medicare Contractor: NOVITAS SOLUTIONS, INC.

NOVITAS SOLUTIONS, INC. PROVIDER ENROLLMENT SERVICES P.O. BOX 3157 MECHANICSBURG, PA 17055-1836

#### Reason(s) for submission:

 A Medicare Part B practitioner is currently enrolled in the Medicare program. The practitioner is adding, deleting, or changing general Medicare enrollment information.

#### Reports

Select the hyperlink to view the Application being submitted: View Application being submitted

Select the hyperlink to view the Medicare ID Report: View Medicare ID Report

## **Submission Confirmation**





# Questions



# **Submitting Initial Application**

### **My Associates Button**





### My Associates – Filter



### Existing Associates

Please provide one or more of the following options to filter your associates. Selecting the reset button will clear the options selected and load the full list of associates.

All Types V SELECT D	Provider/Supplier TypeAll Provider/Supplier Types		
Associate Legal Business Name	TIN		
	XXX-XX-XXXX		
Associate Last Name	NPI		
	10 Digits		
Associate First Name	State		
	All States		
FILTE	R D RESET D		

## My Associates Page - Application Warnings

### Application Warning **OPENED FOR CORRECTIONS** You currently do not have any applications that are Opened for Corrections. **RETURN FOR CORRECTIONS** 2 JONNALA, ANITHA Enrollment Type: 8551 VIEW 🗈 Status: RETURNED FOR CORRECTIONS MORE OPTIONS View Returned For Corrections Application Tracking ID: T092120170000024 View Email Notification ANITHA HOSPITAL (TIN: 93-0929023) Enrollment Type: 20134 (MDPP) VIEW 🗈 Status: RETURNED FOR CORRECTIONS MORE OPTIONS View Returned For Corrections Application Tracking ID: T110220170000000 View Email Notification REJECTED

You currently do not have any applications that are Rejected.

### **Opened for Correction** You can see

applications that have been retracted after being submitted. You can retract submitted applications so long as all signatures are not submitted with the application. The retracted application will reject 20 days from the first submission if not submitted.

### Return for Corrections This section

contains electronic applications that were returned for corrections by the MAC due to missing information. An email is also sent to the contact person containing more details on the missing information. You can re-open your application, make the necessary updates and resubmit. If not submitted within 30 days they will be rejected by MACs.

### **Rejected applications** These are

applications that are rejected by the MAC. If these applications aren't re-opened they are removed/deleted after 60 days from PECOS.

### My Associates Page – Create Initial Application

ly Associat <del>es</del>	AE WRICH L
Initial Enrollment	
Create an application for initial enrollment ONLY if you are:	
Enrolling in Medicare for the first time	
Enrolling in a new state, or	
Enrolling with a new specialty	
IMPORTANT: If you are responding to a <b>request for Revalidation</b> , <b>do no</b> enrollment application. Instead, select a provider from the "E: section below then select from the list of existing en	Select the Create Initial Enrollment Application button <b>ONLY</b> if you are enrolling for the first time, or enrolling in a new state or specialty.
Please Note: If your organization is currently enrolled in Medic: see your enrollment, please take the following steps to confirm enrollment.	CREATE INITIAL ENROLLMENT APPLICATION
<ul> <li>If you are a Staff End User of the organization, please cont organization's Authorized/Delegated Official to ensure your access to PECOS.</li> </ul>	
<ul> <li>If you are an Authorized/Delegated Official of the organization, please your role with the organization and ensure access to PECOS is active verify your account status, select the Account Management button on Home Page and then choose Update user account information option</li> </ul>	e confirm e. To n the n.
The following checklists will help you gather the information needed to enroll based PECOS:	Il vir Internet-
<ul> <li>Checklist for Sole Proprietor or Solely Owned Organizations (eg. LLC P PECOS I </li> </ul>	PC) using
Checklist for Individual Physician and Non-Physician Practition as using	PECOS 🗗
• Checklist for Provider or Supplier Organization using PECOs $\square$	
Select the Create Initial Enrollment Application button ONLy if you are enrol first time, or enrolling in a new state or specialty.	lling for the

### **Application Questionnaire – Select Provider**

Application Questionnaire	
Applicant Identification * Which provider is the application being crea	(*) Red asterisk indicates a required field. ated for?
Individuals	
Name: Jonnala, Anitha (You)	<b>NPI:</b> 1154391845
Organizations	
O Name: Anitha Hospital	<b>TIN:</b> 93-0929023
	GE D

### **Application Questionnaire**



#### Application Questionnaire

CANCEL

•	PECOS will navigate you through a series
	of questions designed to determine the
	correct application

- Very Important! If answered incorrectly, the wrong application will populate
- You can click back to the previous question, or Cancel during questionnaire at any time

#### Application Questionnaire

#### (\*) Red asterisk indicates a required field. Healthcare Services Rendered

\* Please select the option that best represents the healthcare service render application.

- Institutional Provider (e.g., Hospital, Skilled Nursing Facility, Hospice, Home reann-Agency)
- Clinics/Group Practices and Certain Other Suppliers (e.g., Ambulance Service Supplier, Clinic, Independent Diagnostic Testing Facility)
- O Durable Medicare Equipment, Prosthetics, Orthotics, and Supplies (DMEPOS)
- Medicare Diabetes Prevention Program Supplier (MDPP)
- O Individual Physician or Non-Physician Practitioner
- Eligible Ordering, Certifying, and Prescribing Physicians, and Other Eligible Professionals
- Note: Select this option only if any of the following applies to the applicant:
- The applicant, or any organization employing the applicant, will not send claims to a Medicare contractor for any service furnished by the applicant.
- The applicant, or any organization employing the applicant, sends claims through a Medicare managed care plan.

NEXT PAGE D

#### Application Questionnaire

#### (\*) Red asterisk indicates a required field.

#### Applicant Description

Please read through all the descriptions and then choose the one that best matches your situation.

#### \* I am applying as a:

#### ○ Sole Owner of a PA, PC or LLC

- You are the only owner of a business, set up as a corporation, through which you give healthcare services.
- Your business is legally separate from your personal assets.

#### O Self-Employed/Sole Proprietor

- You give all your healthcare services from a facility that you own,
- You are the only owner of a business that gives healthcare services.
- You and your business are *legally one and the same*. You are personally responsible for any of the business's financial obligations.
- · You report the business's income and losses on your personal tax return.

#### Group Member Only

- You give all your healthcare services as an employee of a group practice or clinic.
- You have an arrangement with your employer to send in Medicare claims and get paid for the services you have given.

#### O Group Member and is Self-Employed

- · You give some healthcare services as an employee of a group practice or clinic.
- You have an arrangement with your employer to send in Medicare claims and get paid for the services you have given.
- You also give some healthcare services from a facility that you own, lease or rent.
- · The income you make through self-employment is part of your personal assets.

#### O Disregarded Entity

- You are the only owner of a business, set up as a corporation, through which you give healthcare services.
- · You and your business are considered legally one and the same.



(*) Red asterisk indicates a required field. State/Territory Where Healthcare Services Rendered
Please select a single state/territory where the applicant renders healthcare services.
* State/Territory
Select State/Territory
PREVIOUS PAGE NEXT PAGE
CANCEL
·
Application Questionnaire
(*) Red asterisk indicates a required field. Primary Medicare Services Rendered
Note: A separate application is required for each primary healthcare service rendered.
* Please select the primary Medicare Services rendered by the applicant
Part B Division Specialties
Select Physician Specialty
○ Part B Non-physician Specialties

○ Part B Non-physician Specialties		
Select Non-Physician Specialty	$\sim$	
Undefined Type Specification		
PREVIOUS PAGE		

## **Start Initial Application**

#### **Confirm Reason for Application**

#### Medicare Part B Enrollment

Based on your responses, the following reason for application was identified.

 A Medicare Part B practitioner is enrolling in the Medicare program for the first time using their social security number (SSN). A reassignment of all benefits exists with this application.

The application is for:

#### Name Social Security Number (SSN) Practitioner Specialty State

Anitha Jonnala XXX-XX-XXXX ALLE

ALLERGY/IMMUNOLOGY ARIZONA

Clicking on the 'Start Application' button will create a Medicare application using the above information.

**Please note**: After you click 'Start Application' a Web Tracking ID will be created. This does not mean that your application has been submitted.

At the conclusion of this process:

- The application is submitted to the appropriate Medicare fee-for-service contractor
   (s) for processing
- · The practitioner must sign a statement certifying the submitted information
- The certification statement, additional required signatures, and required attachments must be electronically signed or mailed to the identified fee-for-service contractor(s)
- The Medicare enrollment is finalized after the fee-for-service contractor processes
  this application and approves the information
- Any required and/or supporting documentation not uploaded must be mailed in to the fee-for-service contractor

START APPLICATION

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CANCEL

## In the Application

Medicare Enrollment for Providers and Suppliers Anitha Jonnala   ALLERGY/IMMUNOLOGY   ARIZONA	R7.36 SYSTEST [PECDB4] Home   Help 🔄   Log Out
Topics     Topics for this Enrollment     SELECT ID	
My Application Progress	
Home > My Associates > My Enrollments > Initial Enrollment	
Topic View         Fast Track View         Error/Warning Check 10	
Enrollment ID: 102052019000035 PacID: A001145464102052019000035 Web Tracking ID: T020520190000044 Individual Provider NPI: 1154391845	
Reason for Application	
Practitioner is Enrolling in Medicare for the First Time	
Reports	
Select the hyperlink to view the Application being edited	

# In the Application – Topic View

#### Topics\_

The data required for this enrollment application is grouped into topics. In order to electronically submit this enrollment application, you must complete all of the following topics.

You may view and print this enrollment application at any time during the enrollment process by clicking the View and Print button below.

This application is collecting the following topics:

Completed	Topics
	Personal Identifying Information    mathematical models are as a set of the s
✓	Practitioner Specialty   more information about Practitioner Specialty
_	Reassignment • more information about Reassignment
—	Resident Status • more information about Resident Status
	Mailing Address Emore information about Mailing Address
	License, Certification, and DEA Information * more information about License and Certification Information
	Final Adverse Legal Actions  • more information about Final Adverse Legal Actions
_	Organization Control
_	Contact Person • more information about Contact Person
	<b>Required and/or Supporting Documentation</b> Temore information about Required and/or Supporting Documentation
_	Withdraw Existing Medicare Enrollments The more information about Withdraw Existing Medicare Enrollments

- The Topics View displays the topics that need to be completed for your application
- It is designed to align with information needed for the 855 form
- You can navigate to each section by clicking the topic
- ✓ As you complete a topic,PECOS will apply a check

## In the Application – Fast Track View

#### Reason for Application

Practitioner is Enrolling in Medicare for the First Time

#### Reports

Select the hyperlink to view the Application being edited: View Application being edited

#### Topics

#### Personal Identifying Information

#### -ANITHA JONNALA

Date of Birth: 04/04/XXXX Social Security Number: XXX-XX-XXXX Gender: Female IRS Status: Proprietary Accepting New Medicare Patients: Yes Medical School or other Professional School: BALTIMORE MEDICAL COLLEGE Year of Graduation: 2003

GO TO TOPIC 题

Practitioner Specialty

Practitioner Specialties

Practitioner Type: Physician

Secondary Physician Specialties

Primary Physician Specialty ALLERGY/IMMUNOLOGY

- Fast Track View displays information that has been entered on the electronic application
- Go to Topic to update or review

# In the Application – Error/Warning Check



### Errors for this Enrollment

Errors were found for this enrollment application or the enrollment on file with Medicare. Please review the errors listed below and verify that the information entered is correct.

Verification of this information is required; the submission process will not continue without verification of this information.

Торіс	Error	
Contact Person	Contact Person is required.	
Required and/or Supporting Documentation	Required and/or Supporting Documentation is required.	
Warnings for this Enrollmen	it	
No Warnings were found for this enrollment application.		



# Submitting Change of Information

### My Associates Page – Existing Enrollments

Individuals		
	Records 1 - 2 of 2	
Name: ANITHA JONNALA	TIN: XXX-XX-XXXX	
Name: Suvarna, Swapna	TIN: XXX-XX-XXXX	VIEW ENROLLMENTS
	Records 1 - 2 of 2	
Organizations		
	Records 1 - 2 of 2	
Name: Anitha Hospital	<b>TIN:</b> 12-3333333	VIEW ENROLLMENTS
Name: Acme Medical Supply	<b>TIN</b> : 11-1111111	VIEW ENROLLMENTS

# View Approved Enrollment Record



Please Note: The enrollment records below are displayed in alphabetical order by State a nd Type/Specialty. **Existing Enrollments** Contractor: NORIDIAN HEALTHCARE SOLUTIONS VIEW D State: NORTH DAKOTA REVALIDATE 💽 Type/Specialty: CARDIOVASCULAR DISEASE (CARDIOLOGY) MORE OPTIONS Enrollment Type: 8551 Medicare ID: View Medicare ID Report Status: APPROVED View Approved Enrollment Record Current ADI Accreditation?: No Existing Reassignments: 1 Pending Reassignments Applications: 1 View/Manage Reassignments

# **More Options**

### Application Questionnaire

- (\*) Red asterisk indicates a required field. Approved/Opted Out Existing Practitioner Enrollment
- \* What type of action is the applicant trying to perform?
- O Deactivate this Enrollment Record from the Medicare Program
- O Create an Initial Enrollment Application
- O Perform a Change of Information to Current Enrollment Information
- O Revalidate the information in this Enrollment Record

Note: All Electronic Funds Transfer (EFT) changes must be made through the Change of Information Scenario. Please select the "Perform a Change of Information to Current Enrollment Information" option above to make changes to your EFT Record.

NEXT PAGE

### **Start Change of Information**

#### **Confirm Reason for Application**

#### Medicare Part B Enrollment

Based on your responses, the following reason for application was identified.

• A Medicare Part B practitioner is currently enrolled in the Medicare program. The practitioner is adding, deleting or changing general Medicare enrollment information.

#### The application is for:

Name	Social Security Number (SSN)	Practitioner Specialty	State
ANITHA JONNALA	XXX-XX-XXXX	VASCULAR SURGERY	VIRGINIA

Clicking on the 'Start Application' button will create a Medicare application using the above information.

**Please note**: After you click 'Start Application' a Web Tracking ID will be created. This does not mean that your application has been submitted.

#### At the conclusion of this process:

- The application is submitted to the appropriate Medicare fee-for-service contractor
   (s) for processing
- · The practitioner must sign a statement certifying the submitted information
- The certification statement, additional required signatures, and required attachments must be electronically signed or mailed to the identified fee-for-service contractor(s)
- The Medicare enrollment is finalized after the fee-for-service contractor processes this application and approves the information
- Any required and/or supporting documentation not uploaded must be mailed in to the fee-for-service contractor

START APPLICATION



### View Manage Reassignments



Please Note: The enrollment records below are displayed in alphabetical order by State a nd Type/Specialty.

### **Existing Enrollments**

Contractor: NORIDIAN HEALTHCARE SOLUTIONS State: NORTH DAKOTA Type/Specialty: CARDIOVASCULAR DISEASE (CARDIOLOGY)

Enrollment Type: 8551 Medicare ID: View Medicare ID Report 🖵 Status: APPROVED View Approved Enrollment Record

Current ADI Accreditation?: No

Existing Reassignments: 1 Pending Reassignments Applications: 1 View/Manage Reassignments



MORE OPTIONS

### View Manage Reassignments

		Per	nding Reassignments	Applications Detai	ils	
Name/LBN	NPI S	tatus		Tracking ID	Action	
		IEW /iew New Appl	ication 🗗	T08092018000006	i8 [	
	,					
Reassignmen	its Repor	τ				
_Filter Reassig	gnment R	ecords				
Please provide options selecte	one or mo d and load	re of the follow the full list of o	ving options to filter the enrollments.	enrollments. Selecti	ing the reset button will	clear the
Please provide options selecte <u>Reassignmen</u>	one or mo d and load t Status (	re of the follow the full list of	ving options to filter the enrollments. Enrollment Status	enrollments. Selecti	ing the reset button will Relationship Status	clear the
Please provide options selecte Reassignmen All Statuses	one or mo d and load t Status	re of the follow the full list of o	ving options to filter the enrollments. Enrollment Status All Statuses	e enrollments. Selecti	ing the reset button will Relationship Status All Relationships	clear the
Please provide options selecte <b>Reassignmen</b> All Statuses	one or mo d and load t Status	re of the follow the full list of	ving options to filter the enrollments. Enrollment Status All Statuses	enrollments. Selecti	ing the reset button will Relationship Status All Relationships	clear the
Please provide options selecte Reassignmen All Statuses	one or mo d and load <u>t Status</u>	re of the follow the full list of	Enrollment Status All Statuses	e enrollments. Selecti	ing the reset button will <b>Relationship Status</b> All Relationships	clear the
Please provide options selecte Reassignmen All Statuses	one or mo d and load t Status	re of the follow the full list of	Enrollment Status All Statuses FILTER The table bel Any changes enrollment	e enrollments. Selecti	ing the reset button will Relationship Status All Relationships ment Information for App lisplay here only after the	roved, Deactivated, Rev Medicare Administrative

Current Provider Effective Reassignme Revalidation Relationship NPI Enrollment Medicare ID Name/LBN Date nt End Date Due Date Status Reassigning APPROVED 07/25/2018 N/A N/A Benefits to Records 1 - 1 of 1 Note: P select on the "Download Report" button to download this report in CSV format. DOWNLOAD REPORT PRINT >> RETURN TO MY ENROLLMENTS MANAGE REASSIGNMENTS

# View Approved Enrollment Record



Please Note: The enrollment records below are displayed in alphabetical order by State a nd Type/Specialty.

### Existing Enrollments

Contractor: NORIDIAN HEALTHCARE SOLUTIONS State: NORTH DAKOTA Type/Specialty: CARDIOVASCULAR DISEASE (CARDIOLOGY)	
Enrollment Type: 8551 Medicare ID: View Medicare ID Report Status: APPROVED View Approved Enrollment Record	MORE OPTIONS
Current ADI Accreditation?: No	
Existing Reassignments: 1 Pending Reassignments Applications: 1 View/Manage Reassignments	

## View Approved Enrollment Record

FROM SECTION 2: IDENTIFYING INFORMATION				
PERSONAL INFORMATION:				
Date of Birth	Tax ID Number(TIN) XXX-XX-XXXX (SSN)	Country of Birth United States	State of Birth ND	
Gender Male	Accepting New Patients Yes	IRS Proprietary/Non-Profit Status Proprietary		
Type of Other Name (Specify)		Other Name		
Medicare School or Other Professional School ATLANTIC MEDICAL COLLEGE		Year of Graduation 2014		
FROM SECTION 2: IDENTIFYING	INFORMATION			
PRACTITIONER SPECIALTY				
Practitioner Type PHYSICIAN				
Primary Practitioner Specialty				
CARDIOVASCULAR DISEASE (CAR	RDIOLOGY)			
FROM SECTION 2: IDENTIFYING INFORMATION				
PAR STATUS INFORMATION				
Does the applicant agree to accept assignment for all covered services provided to Medicare patients? Yes				
Effective Date of Information 07/25/2018				
FROM SECTION 4: PRACTICE LOCATION INFORMATION				
PHYSICAL LOCATION AND "SPECIAL PAYMENTS" ADDRESS No Data Provided				
No Data Provided				



# Submitting or Updating Signatures

### View Existing Enrollments – Pending E-Signatures

ype/Specialt RAPY	y: HEMATOPOIETIC CEL	L TRANSPLANTATI	ON AND CELLULA	RTH
inrollment Ty //edicare ID: [	/ <b>pe:</b> 8551 PINFORI123 View Medic	are ID Report 🖵		
tatus: APPR	OVED View Approved Enro	ollment Record 🗖		
Existing Reas Pending Reas View/Manage	signments: 0 signments Applications Reassignments	: 0		
Existing Reas Pending Reas View/Manage Type of Up date	signments: 0 signments Applications Reassignments Status	: 0 Tracking ID	Act	ion

1.1

### Submitting Signatures at a Later time

#### Manage Signatures

Name: ANITHA JONNALA Web Tracking ID: T020520190000044 TIN: XXX-XX-XXXX NPI: 1154391845

**Note:** If a Reassignment of Benefits was submitted with this enrollment application, the status of the Authorization Statement signature(s) can be viewed and updated by accessing the View/Manage Reassignments page.

**NEW!** - Any Authorized or Delegated Officials with an ITIN will not be able to submit electronic signatures. Authorized or Delegated Officials with an ITIN entered on this application **must now upload their signature documents**.

Name: Anitha Jonnala SSN: XXX-XX-XXXX Signature Method: UPLOAD

**Note:** One or more signature documents have not been uploaded. To upload a signature document or change the signature method, please select the Update button for the appropriate document(s).

Role: PRACTITIONER Document: CERTIFICATION STATEMENT FOR INDIVIDUAL PRACTITIONERS Status: Pending

UPDATE D

Medicare Supplier Enrollment Application Privacy Act Statement for Individual Practitioners

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### Submitting Signatures at a Later time

#### Electronic Signature Status

(\*) Red asterisk indicates a required field.

#### Update Signature Record

**NEW!** - Any Authorized or Delegated Officials with an ITIN will not be able to submit electronic signatures. Authorized or Delegated Officials with an ITIN entered on this application **must now upload their signature documents**.

#### Name Anitha Jonnala

Role PRACTITIONER

#### Document CERTIFICATION STATEMENT FOR INDIVIDUAL PRACTITIONERS

E-Sign Status Pending

#### Selected Signature Method Upload

#### Update Signature Method to:

#### Electronic

The following documents can be used to upload a signature:

- Signature page from the corresponding Medicare provider/supplier enrollment application form available on the CMS website.
- Signature page from the Required/Supporting Documentation topic, or from the My Enrollments Page select this application then select View > View Printable Certification

To upload a signature document now, browse for the file then select the Upload button.

Choose Files No file chosen	
CONFIRM D	

# **PECOS** is Easy

We encourage you to use PECOS instead of the paper Medicare enrollment application. Advantages of using PECOS include:

- Completely paperless process, including electronic signature and digital document feature
- ✓ Faster than paper-based enrollment
- Tailored application process means you supply only information relevant to your application and specialty
- ✓ More control over your enrollment information, including reassignments
- Easy to check and update your information for accuracy
- Less staff time and administrative costs to complete and submit enrollment to Medicare



# Questions