

## Service (atypical) billing provider instruction

**Summary:** This communication is to assist in billing the correct provider identification data details based on the provider service type. In general, these instructions outline the provider's obligations to bill according to how the provider is registered with Summit Community Care, using an NPI only if it is registered for a given provider service type or using the Medicaid ID if there is no NPI registered for a given provider service type.

Service (atypical) providers need to review the instructions for submitting claims:

- **Rule 1: If you are an atypical provider without an NPI, follow these rules:**
  - **Clearinghouse batch claim submissions:** Summit Community Care will accept atypical provider claims billed with their active state Medicaid ID in loop 2010BB REF01 value G2.
  - **Availity Portal claim submission:** Fill in the *Tax ID* and *Payer Assigned ID* fields.

\* Tax ID: ?

**Important:** Enter the tax ID to which the claim should be paid.

Payer Assigned ID: ?

**Note:** The Payer Assigned ID is the provider's state-assigned Medicaid ID number.

- **Rule 2: If you are an atypical provider and have a registered NPI with the state of Arkansas, follow these rules:**
  - **Clearinghouse batch claim submissions:** Summit Community Care will accept atypical provider claims billed with their active Arkansas state Medicaid ID in loop 2010BB REF01 value G2 or their valid NPI in loop 2010AA NM109 value XX.
  - **Availity Portal claim submission:** Fill in the *Tax ID* and *NPI* fields.

\* Tax ID: ?

**Important:** Enter the tax ID to which the claim should be paid.

\* NPI: ?

- **Rule 3: If you are an atypical provider and you have an NPI not registered with the state of Arkansas, follow these rules:**
  - **Clearinghouse batch claim submission:** Summit Community Care will accept atypical provider claims billed with their active Arkansas state Medicaid ID in loop 2010BB REF01 value G2. Atypical providers will be notified that billing with an NPI not linked to their Medicaid ID will result in the claim being rejected.
  - **Availity Portal claim submission:** Fill in the *Tax ID* and *Payer Assigned ID* fields.

\* Tax ID: ?

**Important:** Enter the tax ID to which the claim should be paid.

Payer Assigned ID: ?

**Note:** Failure to bill per these instructions, will result in your claim being denied.

### Frequently asked questions

#### Can providers submit claims using either their Medicaid ID or NPI?

Providers can submit claims using either their Medicaid ID or NPI:

- **Clearinghouse batch claim submission:**
  - Atypical providers with NPIs linked to their Medicaid ID can bill with either their Medicaid ID in the 2010BB loop or their linked NPI in the 2010AA loop.
  - Atypical providers without an NPI or with a NPI not linked to their Medicaid ID must bill with their Medicaid ID in the 2010BB loop.
- **Availity Portal claim submission:**
  - Atypical providers with NPIs linked to their Medicaid ID can bill with either their Medicaid ID in the Payer Assigned ID loop or their linked NPI in the *NPI* field in the Availity Portal screen.
  - Atypical providers without an NPI or with a NPI not linked to their Medicaid ID must bill with their Medicaid ID in the *Payer Assigned ID* field on the Availity Portal claim form.

#### Does rule 2 have to be billed only with NPI or can Medicaid ID be used?

Rule 2 can be billed with either an NPI or Medicaid ID.

- **Batch claims submission:** Atypical providers with NPIs linked to their Medicaid ID can bill with either their Medicaid ID in the 2010BB loop or their linked NPI in the 2010AA loop.
- **Web claim submission:** Atypical providers with NPIs linked to their Medicaid ID can bill with either their Medicaid ID in the *Payer Assigned ID* in the web claim form or their linked NPI in the *NPI* field.

**For rule 3, if the provider bills an NPI not registered with the state, what will happen?**

If an NPI is billed on the claim, then the NPI will be validated against the provider file. If the NPI is not present, the claim will be rejected. Summit Community Care recommends all atypical providers who have an NPI not registered with the state of Arkansas bill only with their Medicaid ID.

**For rule 3, can a provider enter the unlinked NPI with a Medicaid ID to process a claim?**

Per the *CMS 837 TR3 Standards*, billing with both an NPI and a Medicaid ID is noncompliant use. If an NPI is billed on the claim, then only the NPI will be validated against the provider file, regardless of the presence or validity of the Medicaid ID billed.

**What if I need assistance?**

If you have questions about this communication or need assistance with any other item, contact your local Provider Relations representative or call Provider Services toll free at 1-844-462-0022.